

**Drug Free and Preventive Healthcare Organization (DAPHO)** is a drug-user community-led organization providing non-discriminatory Health and Social services as a component of the human rights of people who use/inject drugs.

**Position(s):** Monitoring & Evaluation (M&E) Officer

**Intervention Area:** Integrated CLM implementation

**Location:** Akwa Ibom

**Supervision:** NEPHWHAN

**Duration:** 1 year

Responsibilities	Requirements
<ul style="list-style-type: none"><li>Provide technical support to the case managers/MM/DC for data entry in appropriate tools.</li><li>Interface with the health care providers/facility records and the primary care providers (case managers/MM/Data collectors) to ensure that project data is captured in relevant registers in line with predetermined tools.</li><li>Coordinate the data collection activities of primary care providers at the service delivery points (case managers, mentor mothers, data collectors) to ensure both community and facility-level data align to expected indicators.</li><li>Provide orientation/technical support to primary care providers (Case managers/Mentor Mothers/DC) on use of community tools and harmonization of the same with facility records before preparation of relevant reporting tools.</li><li>Work with the facility personnel and primary care providers (case managers/mentor mothers/data collectors) to harmonize project data from health facilities within the LGA of implementation.</li><li>Liaise with facility focal persons in various units of the facility (ART, ANC,</li></ul>	<ul style="list-style-type: none"><li>Must have a University Degree/HND preferably in Computer Science, Statistics, or Economics.</li><li>2 years of Previous work experience in Global Fund HIV/TB/Malaria or PEPFAR grant</li><li>3 years of work experience in a NGO/CBO implementing HIV/TB/Malaria Interventions.</li><li>2 years of Working knowledge of Care &amp; Support in HIV interventions in Nigeria working with PLHIV, PPW, AGYW/AYP &amp; KP</li><li>Proven ICT skills, especially in the development of MIS software using database software would be an added advantage;</li><li>Expertise in analyzing data using statistical software would be an added advantage.</li><li>Appreciable training &amp; facilitation skills in community setting.</li></ul>

<p>PMTCT, Record/M&amp;E unit, Lab, referral focal persons, etc) to harmonize data reported by the primary (case managers/Mentor Mothers/DC).</p> <ul style="list-style-type: none"> <li>• Retrieves and sorts data source documents for desk review and validation and conducts CBO level data validation.</li> <li>• Works with primary service providers to resolve questions, inconsistencies or missing data, and verifies accuracy of data before entry.</li> <li>• Inform the Facility M&amp;E focal person and State team of perceived risks that need to be resolved, such as inconsistent or missing data that cannot be resolved by looking through the source documents.</li> <li>• Collect completed data from primary care providers at service delivery points (Case managers/MM/DC at specified reporting periods and report to the next level.</li> <li>• Compile periodic M&amp;E/progress update reports as the need arises.</li> <li>• Guide the service providers on continuous update of patient records to ensure complete data entries on source documents (as required, following validations).</li> <li>• Support training on M&amp;E/MIS for CBO project management team members</li> <li>• Prepare CBO-level Issues Log and Risk Log for the Integrated CLM implementation</li> </ul>	
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All applications (Cover letter and CV in a single document) must be sent via email to: [info@dapho.org](mailto:info@dapho.org) with position applied as the subject of the email and addressed to the project manager on or before **Tuesday, January 27, 2026**.