

- Job title:** Monitoring and Evaluation Officer
- Location:** Chiang Mai, Thailand
- Contract period:** One year with a possibility of renewal.
- Start:** When the anticipated project is awarded, tentatively in Q1 of 2020

### BACKGROUND

The spillover of infectious agents from animals to humans in recent decades has had a significant impact on the health of humans, animals, and our environment. To minimize the impact of future pandemic threats, the Southeast Asia One Health University Network (SEAOHUN) was established in 2011 to develop the next generation of skillful and competent One Health (OH) workforce with support from the U.S. Agency for International Development and its One Health Workforce project.

Since its establishment, SEAOHUN has expanded network membership from 10 universities in Indonesia, Malaysia, Thailand, and Vietnam to 72 universities in six countries, including the four founding countries plus Cambodia and Lao PDR. The expansion was made possible with the support of Korea International Cooperation Agency (KOICA) and U.S. Department of State (DOS) through its Lower Mekong Initiative (LMI). Universities in Myanmar and the Philippines have established their One Health university networks and will soon join SEAOHUN. Our university members come from multiple disciplines connected to the health of humans, animals, and the environment.

Our educational programs promote and facilitate collaborative activities and projects among the countries with an emphasis on improving One Health workforce capacity with cross-sectoral competencies to effectively prevent, detect, and respond to all hazards and emerging threats. Examples of our educational initiatives include the development of One Health core and technical competencies, curriculum development and strengthening, introducing innovative teaching methodologies such as One Health problem-based learning cases, building research capacity to provide an evidence-base for One Health advocacy, One Health student clubs, and scholarship and fellowship programs to support long-term capacity development.

The SEAOHUN Secretariat based in Chiang Mai, Thailand, is a coordinating body of all the country networks. The Secretariat facilitates SEAOHUN Executive Board meetings, regional activities, and fosters the establishment of One Health university networks in Southeast Asia and partnership with national, international and non-governmental organizations collaborating to combat all hazards and emerging threats. The Secretariat represents interests of its country networks at regional meetings/conferences/forums of Global Health Security Agenda (GHSA) Detect 1 and Detect 5 packages, ASEAN+3 Field Epidemiology Training Network (FETN), the Tripartite (FAO/OIE/WHO), among the others. Since July 2019, SEAOHUN has partnered with Pfizer Thailand to address the growing threat of antimicrobial resistance (AMR) in Thailand.

For more information, you may visit <https://www.seaohun.org/> and <http://facebook.com/seaohun>

## DUTIES AND RESPONSIBILITIES

Under the overall supervision of the Executive Director and Program Manager, the Monitoring and Evaluation Officer will be responsible for reporting program results of SEAOHUN and all the country networks to funding agencies, SEAOHUN Executive Board and partners. S/he will undertake the following tasks:

- Lead the development, periodically review and update, and implementation of M&E plans, systems and processes at SEAOHUN and its country networks (OHUNs).
- Lead the M&E capacity building activities for relevant staff of SEAOHUN and OHUNs.
- Coordinate with the country networks to monitor, evaluate, and consolidate program outputs, outcomes, and impacts, including verification of submitted supporting documents.
- Facilitate knowledge management including building and sharing of lessons learned, good practices, and case studies.
- Serve as a focal person for the programmatic reporting.
- Collaborate with Public Engagement Officer to promote program results of the regional and country networks through media channels using success stories, infographics, testimonials, and etc.
- Assist Program Manager to prepare work plan and budget on M&E related activities.
- Establish good working relationships with SEAOHUN program partners.
- Ensure that program results are properly kept, organized, and stored in physical and electronic formats in accordance with the SEAOHUN and funders' standards and procedures.
- Perform other tasks as assigned and needed for successful program implementation.

## QUALIFICATIONS AND REQUIREMENTS

- Bachelor's degree from a recognized college or university. Master's degree is preferred.
- At least three years' work experience (Master's) or five years' work experience (Bachelor's) in monitoring and evaluation of health- or educational-related programs for multiple countries or agencies.
- Experience working with government agencies, intergovernmental agencies, academic universities, or NGOs is required. Experience working in Southeast Asian countries is preferred.
- Experience collecting, consolidating, and synthesizing program outputs, outcomes, and impacts is required.
- Experience with USAID-funded projects is highly desirable.
- Experience in One Health is an asset.
- Proven effective communication skills in English, both in written and orally. This includes networking, negotiation, and diplomatic skills.
- Self-starting, ability to take initiatives and work with minimal supervision are required.
- Ability to work both independently and in a team in a multicultural environment is necessary.
- Skills in Microsoft Office/Google, email, data analysis, and Internet navigation are required.

## HOW TO APPLY

Interested candidates are invited to send an application letter, a resume or curriculum vitae in PDF format, and state a current and expected salary to [secretariat@seaohun.org](mailto:secretariat@seaohun.org) using the subject line **"Apply for Monitoring and Evaluation Officer"**. Applications will be reviewed on a rolling basis until filled with the first round of reviews on 31 October 2019. The candidates are encouraged to apply as soon as possible.

SEAOHUN is an equal opportunity employer. While we respect all applications, only the shortlisted candidates will be contacted.