

## MIDWIVES ASSOCIATION OF KENYA

### TERMS OF REFERENCE FOR TECHNICAL OFFICER, MNCAH/FP

#### RE-ADVERTISEMENT

#### 1. Background

Midwives Association of Kenya (MAK) is a duly registered association whose aim is to support midwives in enhancing maternal and neonatal health. It is the national professional association representing midwives in public, faith-based and private health institutions hence, Midwifery profession in Kenya. The Association was registered on 15th July, 2016 by the registrar of Societies in Kenya (Cap.108) Laws of Kenya. In November, 2016 MAK was admitted as a full member of International Confederation of Midwives (ICM).

The purpose of this TOR is the recruitment of MAK's TECHNICAL OFFICER, MNCAH/FP.

#### 2. Objective

The objective is to support the day-to-day implementation of Momentum Global and Country Leadership (MCGL) project activities in Homabay and Vihiga counties.

#### 3. Deliverables

The holder of this position will contribute to project planning, implementation, monitoring and evaluation to ensure that it delivers on its key objectives. Working in collaboration with the M&E Officer and other project team members, s/he will provide technical support to the County Health Management Team (CHMT) and Sub- County Health Management Team (SCHMT) to scale up access and utilisation of quality maternal, new-born, child and adolescent health and family planning services.

#### 4. Knowledge and Experience

To apply for this position, the applicant must possess the following:

- A Bachelor's degree in Nursing (BSN), A Bachelor's degree in Midwifery (BScM) or KRCHN with experience of not less than five years in projects
- Minimum of three (3) years' experience in implementation of MNCAH/FP programs.
- Be a registered member of MAK for more than six months.
- Demonstrated competency in MNCAH/FP service provision.
- Proficiency in Coaching and Mentorship.

- Qualification as a ToT in any of the following is desired; EmONC, IMNCI, ENC, QA/QI and FP.
- Demonstrated experience in MNCAH/FP support supervision.
- Demonstrated experience in working with GOK and private health care providers.
- Excellent understanding of the health system in Kenya and what happens at FP service delivery points.
- Understanding of the policy formulation process and regulatory procedures at national and county level
- Experience working with USAID-funded MNCAH/FP projects.
- Ability to coach, mentor and develop technical capacity for county clinical staff.
- Excellent analytical, oral presentation, report writing, and interpersonal skills.
- Computer literacy, particularly proficiency in the use of MS Word, PowerPoint, Excel and Access

## 5. Job Responsibilities

The TECHNICAL OFFICER, MNCAH/FP, based in Nairobi, will support the day-to-day implementation of Momentum Global and Country Leadership (MCGL) project activities to be done in Homabay and Vihiga counties.

### SPECIFIC TASKS

- i. Provide technical assistance and support to the MCGL project in the planning and implementation of the MNH/FP/RH interventions at County level.
- ii. Support MAK organizational capacity development planning, implementation, and reporting.
- iii. Directly manage/visit the program implementation sites to provide technical assistance to the supported sites including follow up and mentorship programs.
- iv. Support quality improvement and quality assurance for MNH/FP/RH services and data in targeted health facilities.
- v. Organize and coordinate key stakeholder events not limited to program meetings, field visits, and other activities at county level and for MAK steering committee.
- vi. Liaise with Technical Team within the Project, including facilitating information exchange between field and Nairobi-based technical staff including the Project Lead.

- vii. Be the link between the project and the County health management team
- viii. Attend and participate in county MNH/FP/RH stakeholder meetings including TWGs.
- ix. Contribute to development of required technical and administrative reports on time.
- x. Initiate and guide county teams in documenting best practices and success stories.

## **6. Reporting and Relationships**

The position will report to the MCGL-MAK Project Lead.

## **7. Duration**

The contract duration is 6 Months from the date of signing of the contract. The project is expected to start in March 2023 and end in September 2023.

## **8. Copyrights**

MAK reserves the copyright of any documents / information produced during the execution of the responsibilities of this position. The holder will not use any partial or full information obtained or created for any other purpose without prior approval from MAK.

## **9. Outputs during the assignment period**

Includes and not limited to the following: Timesheets, monthly reports, quarterly reports and program/ project reports.

## **10. Payment Procedure**

- Payment procedures are as per MAK policies and manuals.
- Remuneration level is as per MAK Human Resource Manual.
- Remittances and statutory deductions will be made as per statutory norms and regulations.

## **11. Accountability to MAK**

The TECHNICAL OFFICER, MNCAH/FP is expected to support all efforts towards the association's success and accountability and will be fully responsible for any reporting errors.

## **12. Ethics and Integrity**

The consultant is expected to behave ethically and demonstrate the highest level of integrity in professional and personal life.

MAK has zero tolerance to any form of fraud, corruption, abuse, harassment or exploitation. Any breach of our policies or misconduct will lead to disciplinary action and termination of the contract.

## HOW TO APPLY:

Interested applicants should send their application and CVs with three referees to the following email: [midwiveskenya@gmail.com](mailto:midwiveskenya@gmail.com) by CLOSE OF BUSINESS ON 17th MARCH 2023.

*Only those shortlisted for interviews will be contacted*

**Note:** MAK reserves the rights to accept or reject all or any of the application. Failure to abide by the ToR may lead to termination of the contract. The terms not explicitly mentioned herein may be mutually agreed at the time of contracting.

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