



# Reach Out N.G.O.

Making the world a better place...for all

P.O. Box 88 Buea, South West Region. Tel: (237) 67740-5602 / 674063012  
[info@reachoutcm.org](mailto:info@reachoutcm.org) - [www.reachoutcameroon.org](http://www.reachoutcameroon.org) -  
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## REACH OUT CAMEROON HUMAN RESOURCE DEPARTMENT CALL FOR APPLICATIONS

<b>Position</b>	Strategic Information Manager
<b>Reporting to</b>	Senior Strategic Information Coordinator
<b>Job Reference</b>	<b><u>3068/REO/VOL16/B/SW024</u></b>
<b>Department</b>	Health
<b>Location</b>	Yaounde with frequent travels to other project sites
<b>Number of positions required</b>	01
<b>Contract Type</b>	Full-time
<b>Length of project</b>	5 years
<b>Length of contract</b>	1 year (renewable annually)
<b>Gross annual salary</b>	\$18,000
<b>Fringe benefits</b>	Health insurance: \$200/year Social insurance: 13% of salary
<b>Application Launched</b>	30/10/2024
<b>Application Deadline</b>	15/11/2024

### 1. Background

Reach Out Cameroon is a Non-Governmental Organization created in 1996 and obtained its legal status in the year 2000 and authorization as a National NGO with MINAT in 2024. The organisation supports underprivileged groups especially youth and women through a community-centered approach and advocacy through three major pillars: Health, Human Rights and Governance; and Economic security

The health department is committed to advancing health outcomes and promoting equity in healthcare delivery throughout Cameroon. Established in response to critical health disparities faced by underserved populations, ROC has been at the forefront of community-based health interventions for twenty-eight years.

### Our Offices

Head Office Small Soppo Buea

Maroua Office, Pitoare

Bamenda Office Foncha Street

Kumba Office SWR

Tombel Office, SWR

Ekondo-Titi, SWR

Garoua office, North region



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The U.S. Agency for International Development administers the U.S. foreign assistance program providing economic and humanitarian assistance in more than 80 countries worldwide. The **Community Health Equity Through Systems Strengthening (CHESS)** project, funded by the **United States Agency for International Development (USAID)**, represents a strategic initiative designed to address systemic barriers to health equity within Cameroon's health landscape. (CHESS) project represents a strategic initiative designed to address systemic barriers to health equity within Cameroon's health landscape. The goal of the project is to ensure equitable and universal access to essential health services for all segments of the Cameroonian population through advanced community participation. By fostering inclusive governance, CHESS seeks to ensure that health systems are responsive to the needs of all community members, particularly the most vulnerable groups.

Reach Out Cameroon (ROC) in collaboration with the Ministry of Public Health (MoH) and funding of USAID will roll out this 5 years project that will build the capacity of 25 disease/population-based Civil Society Organizations (CSOs) in Cameroon to effectively implement Community-Led Monitoring (CLM), support Community-Based Surveillance (CBS) systems for early case detection and notification; strengthen the capacity of existing national dialogue structures and Community Health Workers (CHWS) to meaningfully engage in community health governance, human rights, and health promotion through innovative context-specific Social and Behavioural Change (SBC) communication strategies.

By the close of the project that will be implemented in 150 health districts across all 10 regions of Cameroon, the 25 CSOs coordinating 300 community champions or site monitors will have improved, implemented, monitored and evaluated CLM, CBS, and UHC interventions on HIV, Tuberculosis, malaria and family planning thus contributing to the achievement of the project goal of improved equitable and universal access to essential health services for all segments of the Cameroonian population through advanced community participation.

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For effective coordination and project implementation, the CHES project has grouped the 10 regions of Cameroon into three zones: Zone 1: Buea (North West, South West, West, Littoral Regions); Zone 2: Yaoundé (Centre, South, East regions) and Zone 3: Garoua (North, Far North, Adamawa regions).

Each of the zones has a zonal Monitoring, Evaluation and Learning (MEL) officer who ensures robust monitoring and evaluation of project activities, facilitate data-driven decision-making, and support the continuous improvement of health initiatives aimed at achieving Universal Health Coverage

They also ensure that data-driven insights inform project decisions, facilitating adaptive management and continuous improvement in health service delivery.

The strategic information specialist will receive and analyze data from the three zonal MEL officers , analyze and submit to the senior strategic information coordinator

## **Purpose**

The Strategic Information Specialist will play a critical role in providing Monitoring and Evaluation (M&E) support across the 10 regions of Cameroon, ensuring the effective implementation of monitoring and evaluation activities and enhancing data management systems within designated facilities.

## **2. Objectives**

- a. Coordinate the implementation of monitoring and evaluation activities by MEL officers in the different zones
- b. Facilitate communication and collaboration between ROC, CSOs, and community stakeholders.
- c. Ensure alignment of activities with project goals and objectives.

## **3. Responsibilities**

- The Strategic Information Specialist will assist in the development of the project performance monitoring plan and provide quarterly and annual updates.
- The Strategic Information Specialist will oversee the collection, verification and reporting of Community Led Monitoring and Community Based Surveillance data and submit to the senior strategic coordinator

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- S/he will develop and implement scalable data quality control measures and systems to improve the quality of programmatic.
- S/he will assist in the research and evaluation activities conducted by the project.
- S/he will ensure that data and analysis are used to make programmatic decisions.
- The Strategic Information Specialist will also lead the implementation of all digital planning activities, including data security.
- This might include overseeing the development of digital software applications for data collection and reporting within and outside the program implementation team.
- Guide project teams through the process of designing functional and complete monitoring systems;
- Operationalize the M&E plan designed for the project
- Support partners in designing or using existing project M&E tools, systems and processes for data collection, management, and verification (including data audits); as well as for reporting

## 1. *Qualifications*

- A minimum of a bachelor's degree or higher in Biostatistics, Data Science, or a related field.
- A minimum of three (3) years of senior-level experience in monitoring and evaluation functions for health projects including at least three years of experience in Public Health.
- Familiarity with the principles and current approaches to M&E in development projects, including (quantitative and qualitative approaches to data collection);
- Familiarity with USAID-funded projects and health systems in Cameroon.
- Strong communication, leadership, and organizational skills.
- Proficiency in English and French

## 2. **Composition of application file**

- I. A letter of motivation not more than 02 pages with 1.5 spacing and a font size of 12
- II. Curriculum Vitae CV
- III. 02 references from previous employment
- IV. Copy of highest academic qualification

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**NB:** Only shortlisted candidates will be contacted for interview.

Interested and qualified candidates should send the requested files to [hring@reachoutcm.org](mailto:hring@reachoutcm.org) or deposit an enclosed application at the Reach Out Head Office at Small Soppo, Wonganga, Buea, SWR.



*Modjenpa Bibiche*  
Assistant Executive Director  
Reach Out

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