Application form link: https://forms.office.com/r/weKYDHh5Aj	

Job Title: Program Director – Research, Monitoring, Learning & Evaluation

Location	India (Remote)	**Band/Grade:** **CTC:**	3A
Department	RMLE	**Last updated on:**	02/07/2025
		Degree of Travel required to:	25-35% travel to project locations
Purpose of Job	Program Director – Research, Monitoring, Learning & Evaluation (RMLE) will be responsible for ensuring thought leadership, excellence and credibility in the RMLE function through conceptualizing, guiding and supervising the development and implementation of state of the art Monitoring & Evaluation (M&E) processes for all projects. At the organization level, this entails designing and implementation of M&E frameworks, development of logical framework, curating results based approach and conducting research studies of a good quality and high ethical standards. S/he will provide technical leadership and guidance to program and internal teams and partners to ensure that all components of projects are monitored basis requirement. The role encompasses: assessing scope of work for external evaluation reflect key learning questions, designing internal evaluations and impact measurements, seeking and addressing high quality external or internal inputs, facilitating external evaluations, incorporating recommendations, spearheading synthesis and dissemination of learning. S/he will lead efforts to demonstrate the progress and impacts of IBC clearly to showcase the program trajectory towards achievements with internal and external stakeholders and generate insights for course-corrections and improvements. The role also requires to lead initiatives to build capacity within the project team and field staff basis the project requirements and align with the donor SPOCs on their requirements for this function.		

Key stakeholders	**External**		**Internal**
	- Donors - Government - Partners - Academia		All project staff, PF CoE and Ops teams, RMLE teams across big Bets and shared service, Other Functional Groups
Reporting structure	**Role directly reports to**		**Positions that report into this role**
	• Core Team member		Manager - RMLE
Essential Qualifications	• Master's degree or equivalent in Public health/Epidemiology/Biomedical Science and allied/MD in Community Medicine		

Essential Experience	• Minimum 8-10 years of experience in the field of M&E, Research, data management and MIS handling • Experience of providing technical assistance to government programmes (health/nutrition) and the government information systems will be preferred • Experience of scientific communications in the form of scientific manuscripts/white papers/policy briefs/research-MLE presentations at national/international platforms • Experience of conceptualizing, managing and spearheading development of data collection tools, apps for data collection and dashboard visualization software will be an added advantage • Experience in implementing/ managing in state/National level public health programs and their evaluation at scale is an added advantage.
Essential Skills	• Knowledge of the major evaluation and research methodologies (qualitative, quantitative, mixed method, and impact measurement), MLE processes, data quality control and analytical methodologies • Proficiency in software skills including MS Office and SPSS/Stata/SAS/R • Strong data analysis and visualization skills • Fluency in English (reading, writing & oral communication) is a prerequisite. Knowledge of other languages spoken in India would be great additions • Ability to effectively communicate, network and negotiate with a diverse range of stakeholders (internal and external), to achieve program and RMLE objectives • Ability to work independently & team environment with problem-solving skills • Ability to seamlessly multitask in a fast-paced environment, set priorities, and meet deadlines • Team Management – ensuring healthy working relations among team members and good working conditions and a level playing field, display of motivational leadership qualities • Liasoning – maintain regular and cordial relationship with all stakeholders – Govt, donors, partners • Problem-solving skills – Strategic solution to all kinds of problems that may rise at both at system and field level

Key Roles/Responsibilities:

A) Development and implementation of M&E plans

- Understand programs and conceptualize the frameworks, aligning frameworks with theories of change, designing log frames, aligning MLE processes with program theory of action, develop a robust M&E plan to systematically collect, analyse and use data and processes to capture progress of the project
- Identify and develop/adapt tools for data collection on key indicators and reporting templates
- Draw lessons from the evaluation and monitoring findings for improving project strategies.

B) Data Management and Analysis

- Ensure timely collection of quality data from different verticals
- Spearheading and supervising periodic compilation of all data, analyze and prepare analytical reports and presentations for use by team members internally, and at government/external meetings
- Develop and implement data quality assurance process and implement periodic data quality audits
- Lead efforts to utilize the findings, provide inputs to the states and district teams to advocate with concerned government departments to streamline programs, collection of reports, information and data on a regular basis.
- Develop knowledge products based on the studies and survey findings for external and internal stakeholders.
- Undertake field visits to project geographies to monitor the implementation of activities and evaluations.

C) Reporting

- Support State and National team in preparing project reports and other internal program review reports with adequate data and analysis
- Support in development of technical & policy briefs, case studies, white papers and presentations.

D) Research

- Develop good quality research concept notes, proposals based on needs of the organization and community along with adequate review of academic and non-academic literature.
- Plan, develop and implement research studies in collaboration with partners.
- Technically assess quality of proposals, data collection, data analysis and lead research manuscript preparations.

Application process: Candidates interested in the role may apply with their updated resumes and share it on below mail id:

HR.IBC@piramalswasthya.org