

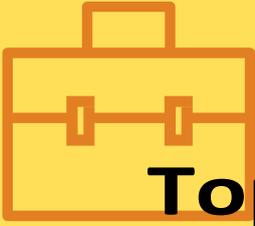
We're hiring!



■ **JOB PACK**

Please send your CV and Cover Letter to
jobs@thet.org

**RESEARCH, EVIDENCE AND LEARNING
MANAGER**



Top aspects of the role to be excited about!

- A part of a new team with an ambitious agenda to roll out a refined evidence and learning strategy, with potential to expand further and shape the scope of work
- Significant role in shaping and embedding MEL across the organization
- Supporting MEL in the roll-out of the next 5 year THET strategy
- Work closely with enthusiastic teams and country office staff to strengthen MEL

THET

This post is UK based. Non-EC nationals will require current and valid permission to work in the UK.

For more information about the recruitment, please visit: www.thet.org





PURPOSE OF THE RESEARCH, EVIDENCE AND LEARNING TEAM

THET's Research, Evidence and Learning Team (RELT) plays a pivotal role in assuring the quality of THET's work, providing expertise across our grants, programmes, and communications activities, and maintaining our position as a thought leader in the Health Partnership space across the UK and internationally. The RELT has undergone recent changes to strengthen its focus and capacity, to ensure we gather and generate robust evidence and promote the use of this for our own learning, and for that of the wider Health Partnership community and health sector. The RELT also plays a lead role in representing THET in technical discussions with key partners, including the WHO, the NHS and governments in the UK and overseas.

The RELT consists of a Head of Research, Evidence and Learning, an Research, Evidence and Learning Manager, and a Monitoring, Evaluation and Learning (MEL) Coordinator, who together deliver three main work areas:

1. Programme MEL
2. Organisational MEL
3. Research, Evidence and Learning





RESEARCH, EVIDENCE AND LEARNING MANAGER

About the Role

This is an exciting opportunity to not only deliver high quality MEL across our delivery portfolio but to also contribute to the new RELT scope of work. The Research, Evidence and Learning Manager will have a significant role in working closely with the Head of Research, Evidence and Learning and our Director of Programmes in delivering the team's objectives and strategy, with a focus on maintaining and raising the standards of MEL across programmes and funding bids, as well as actively leading on and delivering MEL activities on live programmes.

Accountability and working relationships

The Research, Evidence and Learning (REL) Manager will report to the Head of Research, Evidence and Learning (to be hired). The REL Manager will line-manage the Monitoring, Evaluation and Learning Coordinator and work closely with the Senior Management Team (SMT) and other THET teams, particularly the Programmes Team.



RESEARCH, EVIDENCE AND LEARNING MANAGER

Main Responsibilities

1. Strengthen MEL capacity and effectiveness across THET

- Lead on providing ongoing support and advice to the Programmes teams on MEL tools and approaches, including theories of change, results frameworks (including indicator development), MEL plans, MEL resourcing requirements, and MEL implementation. This will include training of staff as needed.
- Provide MEL expertise in the development of programme quality standards and MEL quality assurance processes (including data protection and safeguarding) to ensure delivery and integration of MEL across programmes is to a high standard of professionalism.
- Ensure that MEL approaches designed for programmes are context appropriate, build in learning and adaptation, assess value for money (where applicable), and reflect best practices.
- Provide technical assistance and quality assurance regarding MEL activities of grantees and Health Partnerships.

2. Develop systems and tools to support MEL

- Lead the development and implementation of high-quality MEL approaches and tools, to enable THET to track its programmes' progress and make informed decisions about implementation, complying with external funders' reporting requirements.
- Support teams in collecting sex-, age- and disability-disaggregated data and using gender-sensitive data collection methods to understand and respond to programme results with diverse participants.
- Advise on technology for data management systems and real-time data flow, using appropriate software platforms.
- Co-lead with the Head of REL the development of systems and tools for organizational MEL (e.g., overseeing quarterly reporting of organisational KPIs, designing and piloting new MEL core tools and processes) to improve measurement of impact and strengthen accountability to Trustees.
- Develop and maintain information management and analysis systems, including managing contracts and relationships with service providers as required.



RESEARCH, EVIDENCE AND LEARNING MANAGER

Main Responsibilities

3. Contribute to the design and management of new programmes

- Lead on and quality assure MEL input into funding proposals for new programme activity, ensuring MEL is embedded in each proposal.
- Assist in the development of THET-managed grant calls, including contributing to the development of assessment criteria, reviewing grant applications, and reviewing grant holders' reports.
- Support the Programmes Team in designing and conducting monitoring visits (in the UK or overseas) to recipients of grants, or to directly managed programmes, and commission evaluations and studies to increase understanding of good practice.
- Provide quality assurance role to ensure new programme proposals are aligned with organizational key performance indicators (KPIs) and THET's priority policy and influencing work.

4. Generate and share learning on the effectiveness of our programmes and of Health Partnerships

- Lead or co-lead on studies and operations research, including design (and research ethics approval where relevant), implementation, data analysis, and dissemination; and oversee the commissioning of programme evaluations and ensure they are delivered to quality standards.
- Review reports, evaluations, and other literature, to collate evidence of impact and to synthesise lessons learned for donor reports and for external publications. Where required and feasible, undertake studies to complement this information.
- Support the Head of REL in refining how we measure the quality of partnerships, and the contribution/impact of health partnerships on improved programme outcomes, including the design of core tools to support data gathering and analysis.
- Identify and implement mechanisms for sharing and disseminating good practices within THET and across the Health Partnership community. Work with THET teams and Health Partnerships to disseminate findings across a range of media including health journals, bulletins, and via institutions.



RESEARCH, EVIDENCE AND LEARNING MANAGER

Main Responsibilities

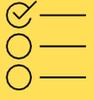
5. Management responsibilities

- Line manage the MEL Coordinator, including assigning projects to lead on and advising on how the Coordinator role will contribute to the REL Manager's work stream.
- Provide guidance and support to MEL Coordinator to ensure that workloads are managed and responsibilities clearly defined between teams.

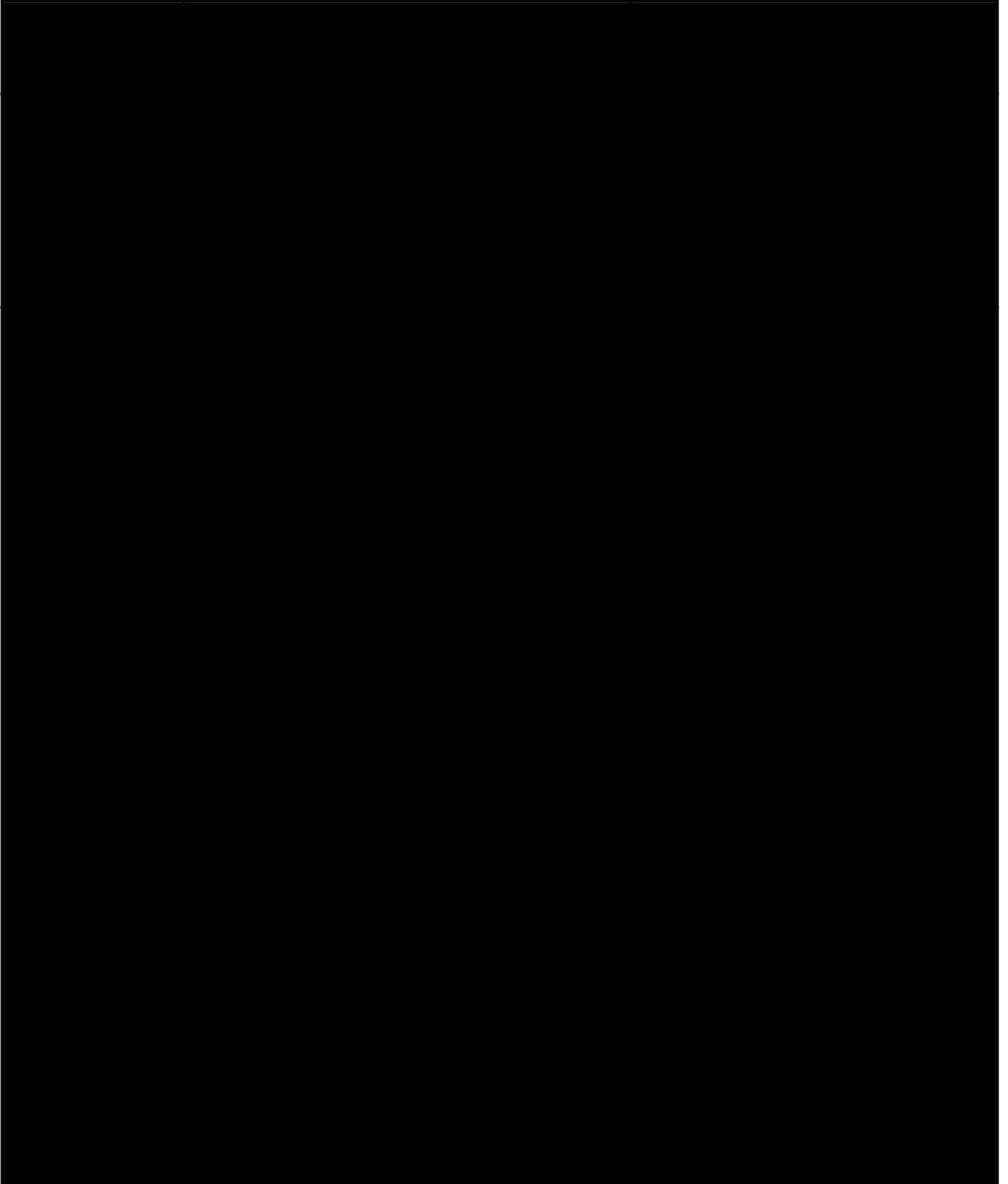
Other

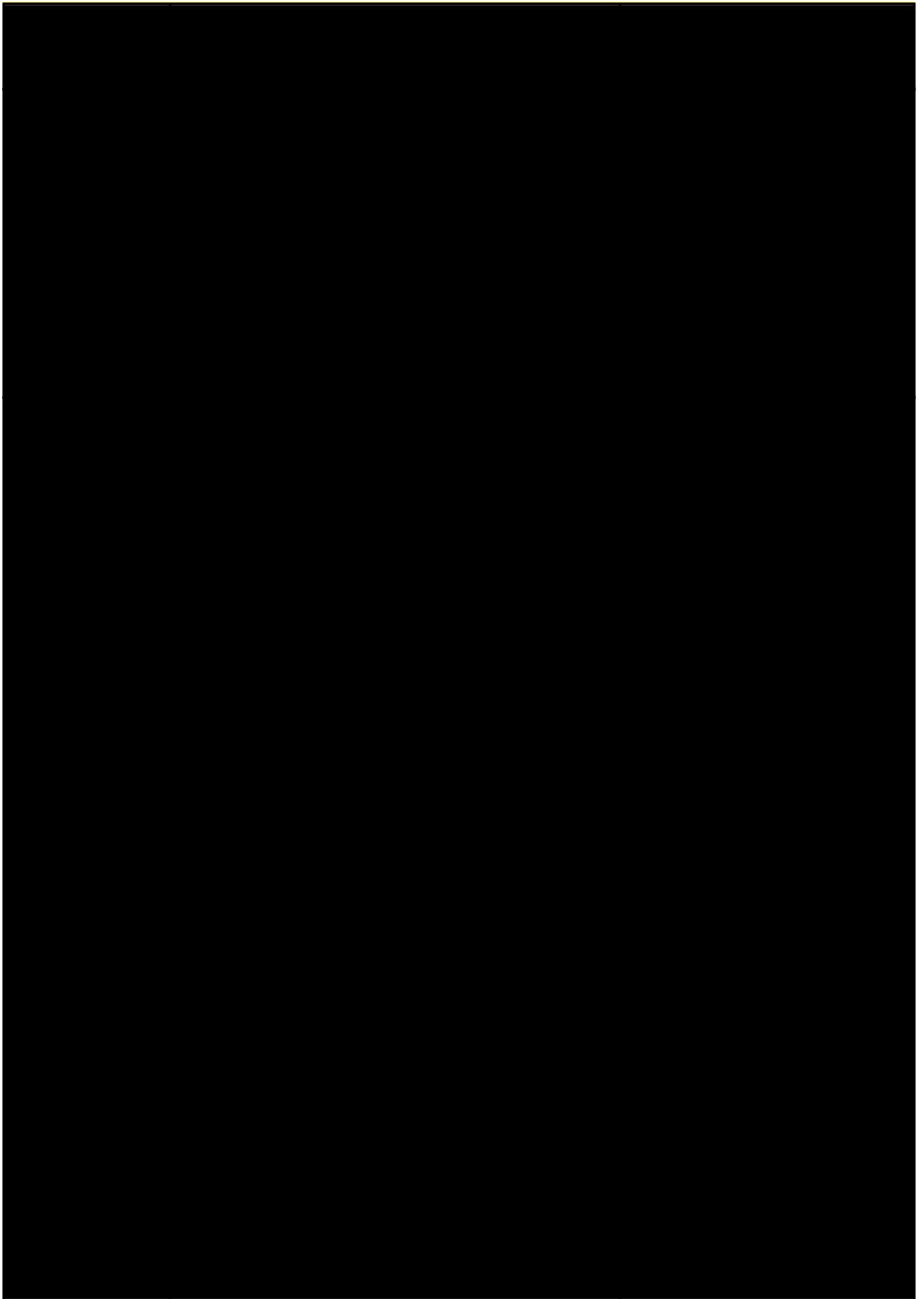
- Represent THET at external meetings with donors, Non-Governmental Organisations (NGOs), and others, as required.
- Undertake other tasks as may be required, commensurate with experience.





PERSON SPECIFICATION







RESEARCH, EVIDENCE AND LEARNING MANAGER

What we offer:

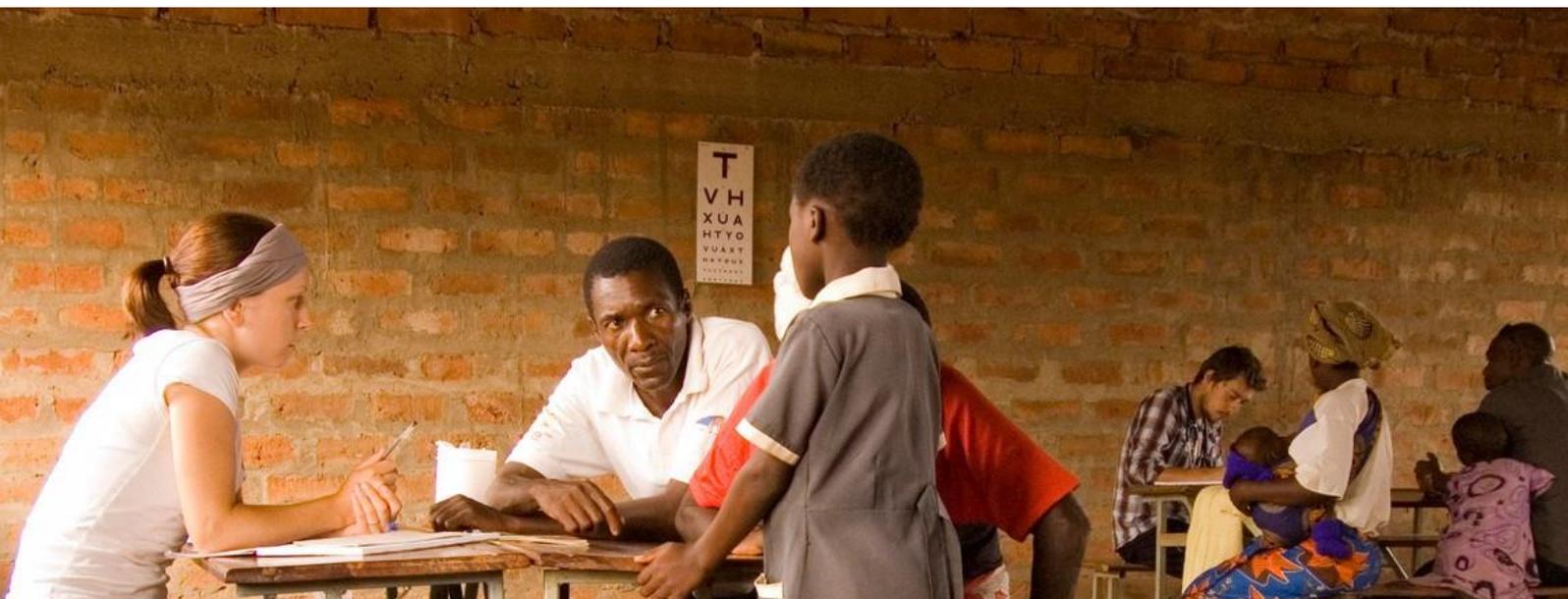
- Flexible working hours.
- 25 days annual leave plus 3 days winter closure between Christmas and New Year.
- 5% pension contribution when Employee contributes 3%.
- Cycle to work scheme.
- A friendly, supportive work environment.

How to apply:

To apply for this role please send your CV and a cover letter to jobs@thet.org by midnight on Monday, 21st November 2022

Interviews will take place on November 28th or 29th. THET is an equal opportunities employer.

This post is UK based. Non-EC nationals will require current and valid permission to work in the UK.





ABOUT THET

For over 30 years, THET has been working in partnership to strengthen health systems and build health workforce capacity in low- and middle-income countries (LMICs). Working closely with Ministries of Health and in partnership with UK and LMIC health institutions, and as a Non-State Actor in Official Relations with the World Health Organization (WHO), we strengthen health systems by responding to local and national priorities, supporting the training of health professionals, facilitating knowledge exchange and the development of policy and regulatory environments, and offering thought leadership and project management expertise. At the centre of our approach, is the model of Health Partnerships, long-term relationships between UK and LMIC health institutions, which improve health services through the reciprocal exchange of skills, knowledge, and experience. They are rooted in an understanding that equitable relationships between health professionals across borders can benefit all involved. You can learn more about our work on our website www.thet.org.



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