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| **MR CHISOMO SALANGWA** | | | | |
| **AREAS OF EXPERTISE** | **PERSONAL DETAILS** | | | |
| * *Experience with program design and M&E plan development* * *Ability to design M&E tools and surveys, evaluations, and other M&E activities, including baseline surveys, monitoring and surveillance systems, and final evaluations* * *Familiarity with standard sampling techniques* * *Experience in qualitative data collection and analysis* * *Experience in quantitative data collection and analysis* * *Experience in participatory rural appraisal (PRA) methods* * *Additional familiarity with standard indicators and M&E protocol for a key sector, such as health, nutrition and WASH* * *Strong data interpretation skills, report writing, and presentation and other communication skills* * *Proposal Research design* * *Experience in developing IPTT and Logical framework* * *Familiarity with Randomised Control Trials (clusters and individual) RTC and Quasi-Experimental design survey studies* | Date of birth  Nationality  Sex  Marital status  Religion  Contacts: **Cell**  **Email** | | :  :  :  :  :  :  : | |  | | --- | | 2nd December 1988  Malawian  Male  Married  Christian  +265 88 1568 994  [csalangwa@gmail.com](mailto:csalangwa@gmail.com) | |
| **CAREER PROFILE** | | | |
| Dedicated international developmental professional with vast years of experience in project cycle management, design and proposal writing, participatory community-based approach in the field of Project management, M and E and Research with 9 years of hands-on work experience. Expert at Designing, Implementing, planning and coordinating projects, evaluation, monitoring, and research, outstanding interpersonal, presentation, and training skills with proven ability to interact effectively with communities and management at all levels. I have worked in the Health, WASH and Disaster Risk Reduction fields for 9 years – with expertise in managing teams, implementing, researching, monitoring and evaluating programs including the development of Gantt charts, Database: M&E methodologies and indicators. Undertaking baseline surveys; process, mid-term, and end-term evaluations; monitoring and evaluating multi-country large-scale health programs; conducting data quality assessments, interpreting performance results and analysis of the implications of such results in the country context. Report writing and promoting research uptake, my expertise has seen me manage exciting and complex projects mainly focused on health systems/HMIS, sustainable agriculture and food security; climate change and disaster risk management; water, sanitation and hygiene(WASH); nutrition; Livelihoods; community mobilization and capacity building; sustainable energy; microfinance; and emergency response work; I have developed, managed and implemented projects based on donor guidelines, I have worked with the following funding agencies; KFW, DCA, PSI, PWS&D, GAC, USAID, European Union EU, ECHO, DFID, Irish Aid, Norwegian Church Aid, UNICEF, ICIDA, WFP, OCHA, NAC, PEPFAR and private donors, An experienced MIS expert and SPSS specialist | | | |
| **DATABASE FAMILIARITY** |
| * Electronic Medical Record system EMRS by Baobab Health Trust * HMIS 9 and 15 by MoH * DHIS 2 by PSI/MoH * MySQL /PostgreSQL/H2 * MS Access * CAPI * Ena for Smart * eM&E * DATIM database, JADE,   **PERSONAL SKILLS**   * *MS Office (Excel, Word, Project and PowerPoint)* * *SPSS, STATA, Atlas-Ti, Nvivo, EPI Info* * ***Mobile:*** *ODK, Kobo toolbox, Tangerine, Survey TOGO, Survey CTO, Work Study +5* * *Motorcycle driving skill* * *Motor vehicle driving skills* * *Good facilitation skills* * *Solution oriented* * *Results oriented* * *Flexible & adaptable*   **Language***: English, Chichewa and Tumbuka*  **PERSONAL ATTRIBUTES**   * *Good team player* * *Self-starter* * *Ability to operate under pressure* * *Capable of working under limited* * *supervision* * *Quick learner*   **RESEARCH EXPERIENCE**   * ***2017-****Commissioned final evaluation for the Village saving loans project (Saving for Life) Funded by OCHA and ICIDA with partners OXFAM* * ***2016-****Conducted randomised control trial operation research for Agriculture and Agribusiness development project under WFP* * ***2015-*** *Conducted baseline and final evaluation survey for the Maternal and Child Health program under UNICEF in Phalombe* * ***2015-Planning / Monitoring and Evaluation*** *(2 months in 2 inputs) Supporting project staff in the collection and analysis of progress and performance information, identification of lessons, and determining new project directions for the last 2.5 years of the project (options to maximise achievement of objectives, outputs and expected outcomes). Assisting in the facilitation of meetings and workshops on strategic directions, and documentation of mid-term reports for development partners. Annual plan and budget preparation for the mid-term evaluation of the OVC children outreach program in Thyolo funded by Norwegian Church Aid* * ***2014-****Conducted Baseline study and Midterm Evaluation (Capacity building on HIV human rights and the law for sex workers project under the Institute for Policy Interaction Programmes Unit* * ***2013-*** *Conducted cross-sectional survey for HIV/AIDS prevention program under PEPFAR* * ***2012-*** *Conducted Rapid needs assessment for the Healthy Nutrition and Hygiene project* * ***2011-Evaluation Team Leader*** *(4 weeks) Conducted monitoring reviews and commissioned mid-term evaluation and final evaluation for The Integrating Youth Friendly and Reproductive Health Services in YONECO Drop-in Centres Project (SRHR) in Zomba and Ntcheu. Assessing the relevance, efficiency, effectiveness, outcomes and sustainability of the project through the establishment of clubs* * ***2011- Monitoring and Evaluation*** *(6 weeks) Design of final impact studies and collation of evaluation information before project completion. Indicators and evaluation methods were developed to assess outcomes of Health risk behaviours. In Empowering Young people in managing Health risks Project.* * ***2012- M&E assistant*** *(5 days) conducting analysis (SPSS) and documenting the 4,000-household baseline survey for Elimination of Child Labour in Tobacco Growing Foundation (ECLT) Child Labour Elimination Actions for Real Change (CLEAR) Security Trust Fund and providing other ad hoc M&E advice to Enumerators. Partnered with SAVE, Total Land Care (TLC) and CRECCOM* * ***2010-*** *Participated in the facilitation of a survey on the Food Security situation in Karonga District-commissioned by MEJN* * ***2010-*** *Participated in a Longitudinal Study of the Impact of Education Interventions on Marginalised Children commissioned by CSR in Kasungu district* * ***2009*** *-Assisted in the facilitation of a Survey on the Analysis of Civil Society Approaches and Strategies in Conducting Evidence-Based Advocacy*   **Driver’s License & Passport**   * Valid class B license * Valid passport | **CAREER HISTORY** | | | |
| ***Livingstonia Synod Health Department LSHD- Mzuzu***  **PROGRAMS MONITORING AND EVALUATION MANAGER -PROGRAMMES UNIT- December 2018 present** | | | |
| **DUTIES AND RESPONSIBILITIES** | | | |
| **1-Planning/Development (30%)**   * Designed, led and managed participatory processes to establish and sustain LSHD and Hospital’s M&E systems/HMIS * Participated in program design and proposal development * Designed, led and managed participatory data collection, analysis and reporting for LSHD M&E Systems (Evaluation of department Structures, other monitoring and evaluation tools and systems); * Designed, coordinated and managed a cohesive training and capacity-building program for LSHD Hospitals and partner organization staff that transfers and enhances the capacity to design, introduce and implement appropriate M&E systems * Developed and participated in the development of guidance and frameworks for LSHD procedures, policies and processes that institutionalise and support high-quality Design, Monitoring, Evaluation and Reporting * Helped to establish M&E guidance and tools for LSHD/Programmes Unit, strategic programming sectors and Health technical areas (HMIS, DQA, EMRS as well as general health management * Led and supported Health Department programs, all 3Hospitals and 8 Health centres in the implementation of the Knowledge and Learning Management Strategy   **2-Program Support/Technical Assistance (40%)**   * Assisted the Programs Unit in designing programs and projects to pursue funding for strategic programming areas through direct involvement and mentored practice * Supported LSHD Programs Unit in providing hands-on technical assistance in all aspects of Design, Monitoring and Evaluation, including development and implementation of M&E systems and tools, reviewing project proposals, leading and assisting in baseline surveys, mid-term and final evaluations   **3-Management (20%)**   * Established and managed Health Department M&E/Programs Unit * Supervised and coached field M&E Officers, HMIS Officers and Data Officers * Developed and oversaw integrated work plan for LSHD, coordinated technical assistance and related initiatives * Managed the budget for the LSHD Programs Unit * Lead and support further development and implementation of the Health Department Knowledge and Management Learning Strategy   **4-Communication/Information Management (10%)**   * Developed good working relations with the Health Director, Programs team, Health workers and External consultant for M&E; exchanged information and experience, contributed actively to an M&E Learning community within LSHD * Supported and contributed to the development of a Management Information System through implementation and coordination of standardized Health-level M&E reports; increased management information system and roll-up indicators from the field to the Office * Communicated and disseminated information on LSHD M&E standards, policies, practices and indicators; coordinated with partners for M&E in all Hospitals in developing best practices and sharing lessons learned * Established and maintained the mechanism for capturing, analysing, reporting/sharing and applying M&E findings, information, lessons learned and best practices among LSHD staff * Represented the technical content of LSHD M&E systems externally to donors and other organizations; supported LSHD/Programs Unit/Health Director and Hospital staff in their dialogue with key donors, especially Global Fund, to ensure that LSHD M&E activities are meaningful and achievable | | | |
| **ACHIEVEMENTS** | | | |
| * Conducted baseline survey and mid-term evaluation for Maternal Neonatal Child Health project under PWS&D-GAC * Conducted baseline survey for Promoting Adolescent Young People Sexual Reproductive Health and Rights in Msumbwe project * Developed M&E tools for ASRHR project called Strengthening private-public partnership in SRHR-N’zatonse phase I, II and III project in Mzimba north and south funded by KFW, PSI, DCA and NCA * Developed HMIS database for Northern Region Uchembere Network (NRUN) project at Embangweni Mission Hospital funded by ICCO and CIDA * Overseer installation of EMRS by Baobab Health Trust * Mentored 10 HMIS Officers on the new Database HMIS15 by MoH * Developed Central Data set with Google sheet to aggregate data from 3 main LSHD Health Facilities automatically at one point * Developed database for Act-alliance partners using KOBO Toolbox | | | |
| ***Youth Net and Counselling-YONECO-Zomba***  **MONITORING, EVALUATION, ACCOUNTABILITY AND LEARNING (MEAL) MANAGER- M&E UNIT-November 2014-November 2018** | | | |
| DUTIES AND RESPONSIBILITIES | | | |
| 1-Developing and Maintaining the Enabling Environment for M&E (20%)   * Developed a good working relationship with sectoral M&E Officers at YONECO to ensure that M&E remains a high priority in the country program: * Provided leadership, guidance and support to the M&E Unit and other program staff who are keen to develop more strategic approaches to improve M&E within their program * Actively contributed to all aspects of the recruitment process for new programming and M&E staff in the country program to ensure that perspectives are considered * Ensured M&E technical assistance is available to sectoral units * Supported YONECO in their dialogue with key donors, especially Save the Children and UNICEF to ensure that YONECO M&E activities are meaningful and attainable * Developed M&E guidelines and tools   2-Building Staff Capacity in M&E (30%)   * Designed and led M&E training programs based on the YONECO project framework (Pro-frame) model * Provided hands-on technical assistance to staff in designing, monitoring, evaluating and reporting for both publicly and privately funded projects * Designed, developed and implemented a strategy in line with the agency initiative for supporting YONECO partner organizations in M&E-related activities * Supervised and mentor M&E Unit Officers   3-Strengthening Management Information Systems (10%)   * Supported and contributed to the development of a Management Information System through documentation, implementation and coordination of standardized M&E * Collaborated with sectoral M&E Officers to identify their M&E-related needs and allocate resources accordingly * Developed and implemented a mechanism to collaborate with sectoral M&E Officers in mentoring and assessing the performance of the M&E Unit   4-Direct Technical support (40%)   * Provided direct technical support to YONECO and its partners in developing indicators and M&E plans * Ensured that monitoring visits were meaningful and captured data sought and fed into management decisions * Developed possible SMART indicators to measure the impact of sectoral programs in Friendly Youth Reproductive Health * Worked with YONECO program staff and partners to develop a framework to monitor and evaluate the progress and impact of all YONECO programs | | | |
| ACHIEVEMENTS | | | |
| * Conducted baseline survey, mid-term evaluation and final evaluation for Empowering Young People in Managing Health Risks project under Irish Aid and ECHO * Commissioned final evaluation for Disaster Risk Reduction DRR project Funded by the European Union Humanitarian Aid and Civil Protection (ECHO) with partners the Netherlands and Belgium Red Cross respectively * Prepared Terms of Reference (ToRs) for Integrating Youth friendly and reproductive health services in YONECO drop-in centres for external Consultant * Prepared management response plan for evaluation report and action plan for the recommendation for Malawian teen mother to return to school and avoid contracting HIV/AIDS project implemented in Sub T/A Namabvi Mangochi * Developed questionnaires and FGD guides for data collection | | | |
| ***Institute for Policy Interaction-IPI-Blantyre***  MONITORING AND EVALUATION OFFICER –PROGRAMMES UNIT*-*Jan 2012-Sep 2014 | | | |
| **DUTIES AND RESPONSIBILITIES** | | | |
| * Monitored project activities to ensure adherence to project M&E plans and donors’ standards and guidelines within IPI * Updated and developed M&E systems including indicators performance tracking table IPTT, data collection tools, data collection checklist, M&E plans, database/management information systems etc. * Participated in the planning and implementation of the project baseline and end-of-project surveys * Undertake routine data quality assessment (DQA) visits to project sites to validate the quality of data * Assisted in data analysis, interpretation and informing management on progress and M&E reports in collaboration with Project Officers * Reporting project progress to donors and proposing project modification based on learning * Developing project M&E systems for new projects i.e., data collection tools, performance monitoring frameworks, project information management systems and reporting tools | | | |
| **OTHER QUALIFICATIONS** |
| ***Global Health eLearning Centre 2017***   * *Certificate in Monitoring and Evaluation*   ***Global Health eLearning Centre 2017***   * *Certificate in Gender and Health*   ***Mzuzu University/DCA 2018***   * *Certificate in Research for Development work, Monitoring and Evaluation principles, practices and methods*   ***Open University of UK/Save the Children Pending***   * *Certificate in MEAL Framework*   ***CARE Malawi/DCA 2019***   * *Certificate in Community Score Card (ToT)*   ***Malawi Institute of Management MIM 2019***   * *Certificate in Financial for Non-Finance Managers*   ***The Hunger Project/DCA 2019***   * *Certificate in Vision Commitment and Action VCA*   ***Global Health eLearning Centre 2020***   * *Certificate in Youth Sexual and Reproductive Health*   ***Global Health eLearning Centre 2020***   * *Certificate in Cervical Cancer Prevention in Low-Resource Setting*   ***NCA/DCA-JCP Actallince 2021***   * *Certificate in Monitoring and Evaluation and Development of Digital Monitoring & Evaluation System using KOBO Toolbox*   ***NCA/DCA-JCP Actallince 2021***   * *Certificate in Quantitative and Qualitative Data Modelling and Analysis using SPSS, STATA, and NVivo for Monitoring & Evaluation*   ***NCA/DCA-JCP Actallince 2021***   * *Certificate in Monitoring & Evaluation using Power BI and Tableau Desktop for Data Analysis and Visualisation Training*   ***NCA/DCA-JCP Actallince and University of Oslo UiO 2022***   * *Certificate in Installation, maintenance, and operation of DHIS2 for Data Analysis and Visualisation in Monitoring and Evaluation*   ***NCA/DCA-JCP Actallince 2022***   * *Certificate in Comprehensive SASA Together in alleviating GBV*   **PUBLICATION(S)**  “*Assessing Decision making in Local Assemblies in the absence of Councillors: The case of Mulanje, Chiradzulu and Zomba district*”. (Unpublished thesis)  **WORKSHOPS/TRAINING ATTENDED**   * *Participatory data management and analysis using a mobile device and statistical packages by* ***The Centre for Social Research (University of Malawi Chancellor college-Zomba) 2010*** * *Participatory Integrated Community Development by* ***UNICEF-Zomba 2011*** * *Project Management by YONECO* ***Naming’azi Training Centre-Zomba 2011*** * *Project Monitoring and Evaluation by* ***Christian Service Committee (Water Department)-Blantyre 2014*** * *Participatory rural appraisal training by* ***UNFPA-Lilongwe 2014*** * *Electoral Cycle Process Workshop for DCA Partners by* ***MEC 12th to13th December 2018 in Lilongwe at Golden Peacock Hotel*** * *Training on Gender Act, Trafficking and BCC for Religious Leaders by* ***Norwegian church aid NCA, UNODC 27th -29th May 2019*** * *Training on Database Development and Digitalisation of Monitoring and Evaluation Framework using KOBO/Ekento by* ***DCA Actallince partners from 11th to 14th June 2019*** * *Training of Religious and Community Leaders on Budget Tracking at the District Level by* ***Evangelical Association of Malawi EAM and Actallince partners from 9th to 11th October 2019*** * *Rights-Based Approach Orientation/ Refresher Training by* ***MHRRC and NCA/DCA Actallince 15th to 17th August 2022*** * *STAR Circle Strategy Orientation/ Refresher Training by* ***MoGCSW and NCA/DCA Actallince 18th to 20th August 2022*** * *Managing large codebases in R by* ***ActivityInfo 06th October 2022*** |
| **ACHIEVEMENTS** | | | |
| * Worked with the Humanitarian and Resilience teams to improve quality assurance through improved monitoring and evaluation, documentation of lessons learned, best practices and case studies * In close collaboration with the Planning and Research Department, I reviewed the status of statistics and data management and developed a proposal for improving statistics and data management for quality work | | | |
| ***Catholic Commission for Justice and Peace Karonga Diocese-CCJP***  **Monitoring and Evaluation Officer-Mar 2011-Dec 2011** | | | |
| **DUTIES AND RESPONSIBILITIES** | | | |
| * Reporting project progress to donors and proposing project modification based on learning * Develop monitoring and impact indicators for the project’s success * Monitor and evaluate overall progress on the achievement of results as specified in the Indicator Performance Tracking Table (IPTT) * Mentor and coach field officers to ensure speedy and quality implementation of CCJP projects * Recommend further improvement of the monitoring framework * Facilitate documentation of project success stories and best practices for dissemination * Developing project M&E systems for new projects i.e., data collection tools, performance monitoring frameworks, project information management systems and reporting tools * Mentor project implementers on quality assurance including checking double counting, data entry errors, and providing expertise to field structures * Dissemination of success stories through newspapers, brochures, calendars, radio programs, jingles, field days, and meetings * Participating in designing of program midterm and end-of-project surveys in collaboration with external consultants * Identification of public health priority areas through stakeholder * Set up a mechanism for follow-up support and performance assessment of the existing project plan | | | |
| **ACHIEVEMENTS** | | | |
| * Promote program synergies with likeminded stakeholders in health i.e., the establishment of an SRHR network in the northern region * Conduct institution data quality assessment through periodic assessments of the availability of M&E standards * Recommend areas for proposal development based on current data trends from hospital facilities i.e., conduct need assessment * Analyses data collected from hospital data units through charts, and graphs and reports findings to donors and other likeminded stakeholders | | | |
| **OTHER ACHIEVEMENTS** | | | |
| ***Centre for Social Research (University of Malawi Chancellor college-Zomba)***  **Research Assistant Mar 2010-Dec 2010** | | | |
| **ACADEMIC QUALIFICATIONS** | | | |
| ***The Catholic University of Malawi 2007-2011***   * **Bachelor’s degree in social sciences**   **Course Done;** *Social Research Methods; Epidemiology; Project Management; Public Administration; HIV/AIDS and development in sub-Saharan Africa; Economics; Human rights; Development Theories and Practice; Organisation Theory and Management; Statistics.*  ***The Copperbelt University-Zambia-DDEOL 2022-2024***   * **Master’s in public health-Bioinformatics/Epidemiology/Biostatistics**   **Course;** *Research methods in Epidemiology, Biostatistics, Epidemiology data interpretation, Epidemiology of Infectious diseases, Maternal and Child Health, Epidemiology of Non-communicable diseases and master’s Thesis* | | | |
| **REFEREES** | | | |
| **Mphatso Nguluwe-Chikhwaza|Executive Director\_LSHD**  Livingstonia Synod Health Department LSHD  Boardman’s road  P.O Box 1000 Mzuzu  **Cell:** (+265) 888 338 505/993 851 870  **Skype:** mphatso. nguluwe  **Email:** [mphanguluwe@gmail.com](mailto:mphanguluwe@gmail.com)  **Mwakana Msukwa| Finance and Administration Manager / FAM\_LSHD**  Livingstonia Synod Health Department LSHD  Boardman’s road  P.O Box 1000 Mzuzu  **Cell**: (+265) 888 53 56 87/ 999 32 6911  **Email:** [mwakanamsukwa@gmail.com](mailto:mwakanamsukwa@gmail.com) | **Beatrice Gumboh |Deputy Head of Programmes/ Senior Programme Officer, GBV/SRHR\_NCA/DCA**  Mercantile Trust House, Along Presidential Way. Plot 13/40 First Floor. Area 13 City Centre.  P.O. Box 30793. Lilongwe3.  Email: [beatrice.gumboh@nca.no](mailto:beatrice.gumboh@nca.no)  |   Skype: cw\_beatrice.gumboh  Mobile: +265 993 837 888 |   +265 887 827 228   |   Office: +265 887 827 215/217/219/288  [www.nca.no](http://www.nca.no/)   |   [www.danchurchaid.org](http://www.danchurchaid.org/)  **Paul Chirambo| GBV/SRHR Program Officer**  Norwegian church aid/Dan church aid-Joint Country Program-JCP  Mercantile Trust House, Along Presidential Way. Plot 13/40 First Floor. Area 13 City Centre  P.O. Box 30793, City Centre, Lilongwe 3  **Mobile**: +265 888 527 737/999 316 960  **Office**: +265 887 827 215/217/219/288  **E-mail:** [paul.chirambo@nca.no](mailto:paul.chirambo@nca.no)   Websites: [www.nca.no](http://www.nca.no)  **-**  [www.danchurchaid.org](http://www.danchurchaid.org/) | | |