

ROLE PURPOSE

Role Title: Senior MERLA & Knowledge Management Advisor

Division: Programs & Partners

Location: Addis Ababa, Ethiopia

Date: November 25

Employment type Permanent contract with flexible work arrangement

Reports to: Head of Programmes

Number of direct reports: 1

Leadership Band: Lead Others

Purpose of the role:

The Senior MERLA & Knowledge Management Advisor provides strategic and technical leadership to strengthen evidence, learning, and accountability systems for FHF's eye health and NTD programs in Ethiopia. The role ensures high-quality data collection, analysis, and use to inform program design, implementation, policy engagement, and advocacy. It also promotes knowledge generation and dissemination to support evidence-based decision-making, adaptive programming, and continuous learning.

The Advisor collaborates closely with government, partners, internal teams, and communities to enhance data-driven program quality, impact measurement, and organizational learning.

The Senior MERLA & Knowledge Management Advisor will owe the outcomes of:

1. Monitoring, Evaluation & Research (MER):

Lead the development and integration of MER frameworks, tools, and systems across FHF programs, ensuring alignment with national and global standards. Oversee data collection and analysis to support evidence-based decisions, and design operational and implementation research to enhance program effectiveness.

2. Learning & Knowledge Management (KM):

Foster a learning culture by developing systems to capture, store, and share program knowledge, lessons, and best practices. Translate insights into actionable recommendations for policy, advocacy, and program improvement, and facilitate learning platforms and communities of practice.

3. Accountability & Quality Assurance:

Strengthen accountability mechanisms including feedback systems and quality standards. Ensure MERLA systems reflect stakeholder accountability and support adaptive management through data use.

4. Stakeholder Engagement & Capacity Building:

Collaborate with government, partners, and communities to build MERLA and KM capacity. Train internal staff in data management and represent FHF in relevant forums to promote data-driven policy and practice.

5. Reporting & Communication:

Produce timely, high-quality reports, dashboards, and learning materials for stakeholders. Communicate evidence to influence policy, donor engagement, and program decisions.

6. Other tasks as requested by your manager.

Our Capabilities:

As a member of The Foundation Family you will:

- Live by the values of The Foundation and support The Foundation's culture, performance and brand.
- Adhere to all The Foundation's policies and procedures.
- Strengthen health, safety and well-being of all/look out for the well-being.
- Lead, collaborate and contribute in all interactions.



Essential Experience:

- At least 10 years of experience in MERLA, knowledge management, or program evaluation in health or development programs.
- Experience with eye health, trachoma, or NTD programs is highly desirable.
- Experience working with government, NGOs, and donors in a multi-stakeholder environment
- Strong track record in developing MERLA frameworks, operational research, and knowledge management systems.

Skills:

- Expertise in monitoring, evaluation, research, learning, and accountability methodologies.
- Strong data analysis, visualization, and interpretation skills.
- Experience in designing and managing knowledge management systems and learning platforms.
- Strong communication, report writing, and stakeholder engagement skills.
- Ability to translate complex data and evidence into actionable recommendations.
- Capacity building and mentoring experience for program staff and partners.
- Fluency in English; knowledge of local languages (Amharic, Oromiffa) is an advantage

Desirable Experience:

- Experience with eye health organizations or other international public health NGOs.
- Familiarity with WHO NTD and WASH indicators, F&E metrics, and trachoma impact surveys.
- Experience working in Ethiopia or the wider East Africa region.

Qualifications:

Master's degree in public health, Health Systems, Development Studies, or related field.

Travel:

Domestic



This role purpose defines the broad accountabilities of the positions, which may change based on organisational need.

Please refer to the divisional, team and individual work plans for more specific details.

The position involves:

- This position is recognised as having "Contact with Children" either direct or indirect.

Additional Responsibility:

- Ensure that the work for which they are responsible is carried out in ways which safeguard the health and safety of workers

To work in The Foundation, you will:

- Be eligible to work in Ethiopia and other regions where you will be based
- Undergo background check including criminal records and qualifications check
- Undergo working with children check for positions that are identified as working with children