

## Helen Keller Intl JOB DESCRIPTION

**Employee's name:** xxxxxxxx

**Position:** Consultant- DHIS2 System Developer for USAID Integrated Nutrition

**Department:** MEL Department

**Location:** Kathmandu

**Reports:** MEL Lead

### Background and context

Guided by the remarkable legacy of its co-founder, Helen Keller, Helen Keller Intl partners with communities striving to overcome long-standing cycles of poverty. By delivering the essential building blocks of good health, sound nutrition, and clear vision, we help millions of people create lasting change in their own lives. Working in 20 countries – across Africa, Asia, Europe, and the United States – and together with a global community of supporters, we are ensuring every person has the opportunity – as Helen did – to reach their true potential.

USAID Integrated Nutrition's primary goal is to improve the nutrition status of women, adolescents, and children in Nepal's underserved and marginalized communities. The activity will tackle direct and underlying determinants of malnutrition in Nepal while strengthening the national and local enabling environment to implement multisectoral nutrition programs through four synergistic intermediate results. Achievement of the purpose will be measured by improvements in indicators of nutrition status among women of reproductive age, adolescents, and children. Helen Keller Intl implements USAID Integrated Nutrition in partnership with FHI 360, Center for Environmental and Agricultural Policy Research, Extension and Development (CEAPRED), Environment and Public Health Organization (ENPHO), Nepali Technical Assistance Group (NTAG) and Kaboom Social Impact Pvt. Ltd. and through local partners in over 400 municipalities, across seven provinces, where the burden and prevalence of malnutrition is high. To enhance data management, streamline reporting, and enable data-driven decision-making, USAID Integrated Nutrition will implement the real time DHIS2 based monitoring system as the primary data collection and management platform.

**Objectives of the Consultancy:** The main goal of this consultancy is to design, develop, configure, maintain the DHIS2 system, build staff capacity for DHIS2 system, and ensure the system's sustainability to support the needs of the USAID Integrated Nutrition. This includes ensuring data accuracy, accessibility, and integration with other systems as needed. The specific objectives are:

- Assessment of requirements of the USAID Integrated Nutrition Monitoring Evaluation and Learning (MEL) system.
- Development of the data collection system based on the needs of the project.
- Establishment of data quality and analysis protocols within DHIS2.

### Scope of Work

- **Phase 1: Assessment and Planning**  
Conduct a needs assessment of USAID Integrated Nutrition DHIS2 needs with data flows and indicators.

- **Phase 2: System Design, Customization and Integration**  
Develop and customize DHIS2 modules, forms, and dashboards for data collection, monitoring, and reporting. Ensure alignment with M&E indicators.
- **Phase 3: Training and Capacity Building**  
Develop training modules with required materials for all levels of staff. Conduct training on DHIS2 data entry, report generation, and system troubleshooting.
- **Phase 4: Pilot Testing and Refinement**  
Develop and test the pilot version of the system.
- **Phase 5: Documentation and Handover**  
Develop and hand over user manuals and system documentation.

**Deliverables:** The DHIS2 System Developer consultant for USAID Integrated Nutrition will be responsible for delivering the following:

1. **Inception Report** detailing the findings from the initial assessment and an action plan.
2. **Fully configured DHIS2 System Design Document** describing the customized platform.
3. **Training Materials**, including user guides, presentations, and hands-on practice modules.
4. **Pilot Implementation Report** summarizing feedback and adjustments made post-pilot phase.
5. **Final Project Report** covering the full project lifecycle, challenges, and recommendations.

**Timeline and Level of Effort:** The DHIS2 System Development role for USAID Integrated Nutrition will require the consultant to commit full-time for 60-90 days, from November 2024 through March 2025.

**Reporting:** The DHIS2 System Developer consultant for USAID Integrated Nutrition will work closely with USAID Integrated Nutrition MEL and IT team and report to the Monitoring, Evaluation & Learning Lead.

### **Consultant Qualifications and Experience**

- *Required Skills and Expertise:*
  - Strong background in DHIS2 customization and configuration of forms, reports, and dashboards.
  - Demonstrated experience with MEL systems in development or health projects.
  - Knowledge of data integration techniques, APIs, and relevant programming languages (e.g., JavaScript, SQL, Python)
  - Proficiency in scripting languages and frameworks commonly utilized in DHIS2 projects for enhanced customization and integration
  - Understanding data security and privacy best practices.
  - Ability to conduct training in diverse cultural settings.
- *Preferred Experience:*
  - Demonstrable experience in full DHIS2 system development with customization requirements for data integration and reporting.

- Expertise in API-level integration with DHIS2, specifically managing data migration, synchronization, and familiarity with DHIS2 API documentation for internal and external data workflows.
- Capability in creating user-centric DHIS2 dashboards aligned with M&E indicators, focusing on actionable insights for field-based decision-making.
- Proven ability to export DHIS2 data in formats compatible with Power BI or similar BI tools, for efficient transformation and visualization.
- Knowledge of multisectoral nutrition programs.
- Minimum of 5 years' experience working with DHIS2 in a development or administrative capacity.

**Budget and Payment Terms:** The payments tied to milestone completion, a percentage paid upon signing, and final payment upon project completion.

**Application Process:** Interested candidates are invited to submit their CV, a cover letter, and examples of prior DHIS2 work or relevant projects.

In the spirit of our founder and namesake, Helen Keller is dedicated to building an inclusive workforce where diversity in all its forms is fully valued.

All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, caste, age, disability, or any other status that has no bearing on the ability of an individual to perform the functions of the job.

Agreed by:

Date:

Acknowledged by:

Date: