



KAMUZU UNIVERSITY
OF HEALTH SCIENCES

NEST PROJECT – BEGININGS FUND

VACANCY ANNOUNCEMENT

NEST360 is a multi-country alliance committed to reducing neonatal mortality through innovative technologies and health systems strengthening. With new funding from the **Beginnings Fund**, the program is expanding its proven quality improvement (QI) strategies to include maternal health, ensuring integrated care for mothers and newborns. In Malawi, NEST360, implemented by Kamuzu University of Health Sciences, continues to support the Ministry of Health (MoH) by scaling up lifesaving maternal and newborn interventions. This includes: deploying innovative technologies, strengthening clinical and technical capacity, establishing a sustainable supply chain and distribution network. The Beginnings Fund focuses on enhancing maternal and newborn care at secondary and tertiary healthcare levels in Malawi. To drive this mission, NEST360 is inviting suitably qualified candidates to apply for the following positions:-

- 1- Job Title : Clinical Coordinator (1 post)**
Location : Lilongwe, Malawi (with periodic travel to Beginnings Fund focus districts – Lilongwe, Blantyre and Mzimba)
Reports To : Administratively: Country Director, NEST360 Malawi
Duration : Functionally: Maternal Health Program Lead, NEST360 Global
Duration : 2-Year Fixed-Term Contract (Renewable)

Position Summary:

The Clinical Coordinator – Maternal Health will provide clinical leadership, strategic direction, and technical oversight for maternal health initiatives, equipment integration, and innovations in Malawi. This role involves close collaboration with the Ministry of Health (MOH), district health teams, implementing partners, and healthcare facilities to design, implement, and sustain high-impact maternal health interventions.

This is a leadership opportunity to shape maternal health innovations, influence national policies, and improve maternal outcomes in Malawi.

Key Responsibilities:

1. Clinical & Strategic Leadership

- Lead the design and implementation of maternal health initiatives aligned with national guidelines and NEST360's strategic goals.
- Provide clinical expertise to ensure interventions are evidence-based, context-appropriate, and sustainable.
- Support the selection, deployment, and optimization of maternal health technologies and equipment.
- Represent NEST360 in national maternal health technical working groups, policy discussions, and donor engagements.

2. Quality Improvement (QI) & Program Impact

- Oversee the development and rollout of maternal health QI packages, tools, and learning collaboratives.

- Strengthen district and facility-level capacity in QI methodologies and best practices.
 - Work with Quality Improvement and M&E teams to track key maternal health indicators and program performance.
- 3. Program Management & Integration**
- Ensure synergy between maternal and newborn health interventions in collaboration with NEST360 neonatal teams.
 - Contribute to work plans, budgets, donor reports, and project documentation.
 - Support supply chain strengthening for maternal health equipment and commodities.
- 4. Capacity Building & Mentorship**
- Provide clinical mentorship and supervision oversight to healthcare providers in project-supported facilities.
 - Facilitate training on emergency obstetric care (EmOC), maternal health equipment, and QI approaches.
- 5. Partnerships & Advocacy**
- Build and maintain strong partnerships with MOH, professional associations (e.g., AOGM, PACHA), academia, and implementing partners.
 - Advocate for the adoption and scale-up of successful maternal health innovations.

Qualifications & Experience:

- **Essential:**
 - Medical Doctor (MD) with specialization in Obstetrics & Gynecology (OB-GYN).
 - Minimum 4 years of clinical experience in maternal health, preferably in low-resource settings.
 - Proven leadership in maternal health QI programs, EmOC, or health systems strengthening.
 - Strong experience working with MOH, district health teams, and stakeholders.
- **Desirable:**
 - Experience with maternal health technologies/equipment (e.g., ultrasound, fetal monitors, hemorrhage devices).
 - Familiarity with donor-funded projects (e.g., USAID, Global Fund, UN agencies).
 - Training in QI methodologies (e.g., PDSA, standards-based management).

Skills & Competencies:

- Strategic thinker with strong problem-solving and decision-making skills.
- Excellent communication, advocacy, and stakeholder engagement abilities.
- Ability to mentor teams, analyze data, and drive programmatic improvements.

2. Position: Monitoring and Evaluation Officer (1 post)

Location : Lilongwe, Malawi

Reports To : Country Director

Duration : 1-Year Fixed-Term Contract (Renewable)

Position Summary

The Monitoring, Evaluation (M&E), and Knowledge Management Advisor will lead data-driven decision-making, program learning, and policy influence for the Beginnings Fund initiative. This role is critical for ensuring evidence-based improvements in maternal and neonatal health (MNH) programming while strengthening national health systems through robust M&E frameworks and strategic knowledge dissemination.

Key Responsibilities

1. Monitoring & Evaluation (M&E) Leadership

- Design and implement a comprehensive M&E framework aligned with NEST360, Beginnings Fund, and national (HSSP III) priorities.
- Conduct advanced data analysis (quantitative/qualitative) to identify trends, measure impact, and inform adaptive management.
- Lead program evaluations, impact assessments, and learning reviews to enhance implementation.
- Ensure data integrity through routine quality audits and validation processes.
- Prepare high-quality reports for donors, government stakeholders, and internal teams.

2. Knowledge Management & Learning

- Establish a centralized knowledge hub for MNH best practices, lessons learned, and research insights.
- Facilitate learning exchanges among hospitals, partners, and policymakers to improve program effectiveness.
- Organize technical workshops, conferences, and policy dialogues to promote evidence-based decision-making.
- Produce and disseminate knowledge products (case studies, policy briefs, peer-reviewed articles).

3. Stakeholder Engagement & Advocacy

- Collaborate with MoH, healthcare providers, and NGOs to align M&E with national MNH policies and HMIS systems.
- Advocate for data-driven policy changes through strategic communication of findings.
- Represent NEST360 in technical working groups, donor meetings, and global MNH forums.

4. Capacity Building & Technical Leadership

- Train and mentor program staff, partners, and government teams on M&E methodologies.
- Stay abreast of global MNH innovations, WHO guidelines, and research trends to inform strategy.

Qualifications & Experience

Education:

- Master's degree in Public Health, Epidemiology, Biostatistics, or a related field.

Experience:

- At least 5 years in M&E for health programs, with a focus on maternal/newborn health (MNH).
- Proven expertise in:
 - Designing M&E systems and digital data tools (DHIS2, KoboToolbox, etc.).
 - Advanced data analysis (Stata/SPSS/R) and impact evaluation methods.
 - Knowledge management and learning systems in low-resource settings.
- Familiarity with Malawi's HSSP III, HMIS, and global MNH indicators (e.g., WHO, UNICEF).
- Experience working with MoH, USAID, or global health initiatives (preferred).

Skills & Competencies:

- Exceptional analytical and visualization skills (Power BI, Excel dashboards).
- Strong communication, presentation, and stakeholder engagement abilities.

- Strategic thinker with a track record of translating data into actionable insights.
- Proactive leadership in cross-cultural, multi-partner environments.

3. **Job Title: Administration Officer (1 post)**

Program: NEST360 (Funded by Beginnings Fund)

Reporting To: Country Director

Employment Type: 1-Year Contract (Renewable)

Location: Lilongwe

Position Summary

The Administration Officer who will oversee day-to-day administrative operations while supporting basic financial functions to ensure smooth running of the office. This role is critical in maintaining fiscal integrity, supporting audits, and optimizing resource allocation to maximize impact.

Key Responsibilities

1. Financial Management & Compliance

- Maintain accurate records of all income, expenses, and assets, ensuring compliance with donor rules, organizational policies, and Malawi government laws.
- Monitor budget vs. expenditures, flagging variances and proposing corrective actions.

2. Transactions & Reporting

- Process invoices, payments, and expense reports with proper documentation and approvals.
- Track field trip liquidations, ensuring unspent funds are deposited timely.
- Prepare monthly/quarterly/annual financial reports for management and partners.
- Reconcile bank transfers, bank statements, and other accounts.

3. Budgeting & Forecasting

- Assist in developing program budgets, cash flow projections, and financial forecasts.
- Collaborate with departments to align spending with program goals.

4. Administrative & Operational Support

- Ensure employee contracts, timesheets, and payroll are processed accurately.
- Safeguard program assets and maintain an up-to-date inventory.
- Organize financial documents for easy retrieval and audits.

Qualifications & Experience

- Education: Bachelor's Degree in Public Administration.
- Knowledge of accounting will be an added advantage.
- Experience:
 - Minimum 2 years in Administration, accounting/finance, preferably with donor-funded projects (UN agencies experience is a plus).
 - Knowledge of financial regulations, VAT, and audit processes.
 - Proficiency in accounting software (QuickBooks, SAP, etc.) and advanced Excel (pivot tables, VLOOKUPS).
- Skills:
 - Meticulous attention to detail and strong analytical skills.

- Excellent communication, teamwork, and problem-solving abilities.
- Ability to work under pressure, meet deadlines, and multitask.

Application Procedure

Interested candidates who meet the above requirements should send their applications in a **one PDF file which includes a cover letter, CV with names, emails, and contact of professional referees and copies of relevant certificates to:**

The Registrar

Kamuzu University of Health Sciences,
Mahatma Gandhi Road Campus,
P/Bag 360,
Chichiri,
Blantyre 3.

Or email to: recruitment@kuhes.ac.mw

Indicate **position applied for** on the envelope for hard copy applications and indicate the same in the subject line of your email for electronic submissions. Applications should reach the Registrar not later than **29th August 2025**.

Only shortlisted candidates will be contacted. Reference check shall be conducted to successful candidates.