

# Monitoring and Evaluation Advisor

## Health Project

### About the project:

This project aims to support the engagement of people with intellectual disability with health professionals across NSW. The project will develop and deliver online and face-to-face training for a wide variety of health professionals. Health literacy resources for people with intellectual disability will also be developed to support them in communicating with their health providers.

The project aims to improve health services and health outcomes for people with intellectual disability through:

- Improved values and attitudes of health professionals.
- Increased knowledge, skills and confidence of health professional to work with people with intellectual disability.
- Increased capacity of people with intellectual disability to understand and share their health needs with health professionals.
- Improved communication, diagnosis and treatment of people with intellectual disability.

### About the Advisor:

Someone with strong Monitoring and Evaluation skills and experience. The advisor will preferably have strong project management and delivery experience with a disability, health or community development focus.

Or

Someone with a strong background in health promotion or health training whose experiences and insights will enable them to understand and capture the impact and outcomes driving the project. The advisor will preferably have strong project delivery experience.

### About the Consultancy:

The consultancy relates to the development of an M&E framework and tools to support project implementation, capturing project activities and outcomes. The work will be approximately 10 days over a 2 month period, ideally commencing in November 2020. This will include time with the team to learn about the project and team requirements and training of the team in using the products.

The framework and tools need to be practical and suitable for use by a range of staff across multiple activities and align with the ILC M&E Framework and project systems/technology. A draft scope of works will be provided to assist quoting.

The consultant may subsequently be engaged for short periods across 2021 and 2022 to review implementation of the M&E products and to support evaluations and reviews of project activities.

### Contact:

Contact for further information or queries is Ruth Whereat, Manager Inclusion Projects – Health at [ruth@cid.org.au](mailto:ruth@cid.org.au).

Draft scope of work:

<b>Deliverables</b>	<b>Indicative tasks</b>
<b>Project background and planning</b>	<ul style="list-style-type: none"><li>• Meet with project staff: clarify project scope and timelines</li><li>• Review CID core documents</li><li>• Consolidate M&amp;E requirements</li></ul>
<b>M&amp;E framework</b>	<ul style="list-style-type: none"><li>• Develop M&amp;E recommendations for discussion with CID</li><li>• Develop program logics for all CID projects</li><li>• Select outcome measures (to measure project impact)</li><li>• Develop output reporting</li><li>• Draft M&amp;E framework</li><li>• Review and feedback by CID</li></ul>
<b>Tools, resources and practices</b>	<ul style="list-style-type: none"><li>• Develop data map (enable set up of database)</li><li>• Develop standardized inclusions in M&amp;E tools across core activities</li><li>• Define M&amp;E processes and responsibilities</li><li>• Produce data entry guides and resources for staff</li><li>• Ensure compatibility with existing systems</li></ul>
<b>Staff capacity building</b>	<ul style="list-style-type: none"><li>• Training session for project staff with 1:1 time</li></ul>