Terms of Reference

Position: Geocoding Consultant

Duration: 2 years

Start Date: January 2018

Location: Abidjan, Côte d'Ivoire

About Development Gateway

Development Gateway (DG) builds upon nearly two decades of technical expertise to develop tools, processes, and custom analyses to help partners achieve results.

We build digital tools through an agile, user-centered process, and deliver intuitive, stable, powerful systems to inform decisions. Nearly all systems are built using open source, modular components — making them easy to adopt, maintain, and scale.

We train partners to use data and technology, facilitate workshops and events, analyze data, and create plans and processes to catalyze organizational change. All of our work begins with a thorough needs assessment, and we design an adaptive programming to meet partners' unique needs. We also provide monitoring, evaluation, and strategic communications for all of our projects.

Successful development requires learning, adapting, and improving. To accomplish this, we conduct forward-thinking studies, assessments, and evaluations around the role of data and technology for decision-making. We share our learnings widely and seek to put these findings into practice.

The Day-to-Day

The objective of this project is to build an open geospatial data center for PEPFAR's Health (OpenDCH) /GeoCenter as a hub of collaboration in Côte d'Ivoire, focusing on stakeholder engagement, alignment of data sources, and development of data literacy. The OpenDCH will also serve as a Data Collaborative to develop and enhance the capacity for use of data by the Government of Côte d'Ivoire (GoCI) and other stakeholders including civil society organizations, communities and other citizen groups while enhancing data-driven innovative solutions, local ownership and leadership. This initiative will start with the health sector and intends to be linked or extended to other data initiatives and data sources in the country.

OpenDCH will be anchored within the Ministry of Health, Department of Informatics and Health Information System. OpenDCH will engage in activities from data collection and management, through data validation and triangulation, to data analysis and its use for impact; in addition it will promote the use of open data for the GoCI. Geography and accessibility to services are significant factors in the strategies to control the HIV epidemic. The open geospatial data infrastructure and tools developed through this project will advance the analysis on where the affected communities are located, focusing on areas with greater gaps for HIV testing and treatment

For this project, Development Gateway is looking to hire a consultant who will be located in Abidjan and will act as focal points between all stakeholders. In addition to being based in Abidjan, there will be frequent travel throughout the country.

Responsibilities:

- Coordination of in-country collection of geospatial data
- Validation of data in the system; checking for data inaccuracies and data completeness
- Support the preparation of reports
- Preparation of professional presentations for meetings
- Daily collaboration with all stakeholders (USAID, AidData, government agencies, CSOs and communities, etc.) to fine tune and implement data validation, reporting and accountability mechanisms and processes for data collection
- Liaising with the DG operational and technical teams in Senegal, Washington, DC and elsewhere, regarding technical issues or questions from partners
- Logistics support (follow-up on transport of packages , customs clearance, delivery follow-up, etc.)
- Frequent missions throughout Côte d'Ivoire
- Training, support and capacity building for communities and data collection teams
- Preparation of analytics reports
- Regular reporting to USAID and DG

Experience and Skills:

- At least 3 years of project implementation and management experience
- Excellent communication skills
- Fluency in French and English
- Capability to work independently and with a team
- Excellent knowledge of MS Office software (Word, Excel, Power Point)
- GIS experience preferred
- Previous experience with data collection and visualization projects
- HIV/AIDS experience preferred
- Prior Experience with USAID projects will be a plus
- Experience in training and capacity building
- Professional demeanor and excellent interpersonal skills
- High level of comfort adapting to new systems and technologies
- Demonstrated self-direction and personal initiative
- Priority will be given to individuals already based in Abidjan

To apply, please email your CV and cover letter to vsanchez@developmentgateway.org. Please put "CIV Geocoding Consultant" in the subject line. Only those chosen for an interview will be contacted.