



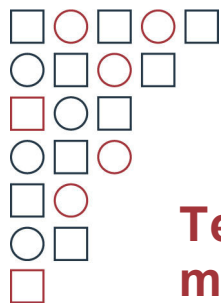
Expression of Interest No: 30-07-2025

Monitoring and Evaluation Advisor to strengthen the National Nutrition Information System (NNIS) in Malawi

July 30, 2025

**Deadline for receipt of submissions:
22nd August 2025 at 11.59pm Ottawa time**





Technical Assistance to strengthen multisectoral coordination and National Nutrition Information System (NNIS) in Malawi

TERMS OF REFERENCE (ToRs)

Nutrition International is recruiting an individual Consultant to perform the duties specified in this ToR. Nutrition International is committed to the fundamental principles of equal employment opportunity. Women are encouraged to apply.

BACKGROUND AND RATIONALE

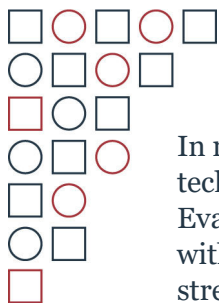
In an effort to strengthen nutrition data systems and support evidence-based policy making, Nutrition International, in collaboration with the Department of Nutrition under the Ministry of Health (MoH), recently facilitated a comprehensive and targeted assessment of the Malawi NNIS. This system plays a critical role in monitoring key nutrition indicators, guiding national and subnational decision-making, and evaluating the impact of interventions aimed at improving nutritional outcomes. A well-functioning NNIS is fundamental to achieving Malawi's nutrition goals and commitments, including those under the National Multi-Sector Nutrition Policy and global targets such as the Sustainable Development Goals (SDGs).

The assessment was conducted in alignment with the WHO and UNICEF guidelines for evaluating nutrition information systems (WHO, 2021). It focused on determining the system's effectiveness, data quality, interoperability, policy alignment, and responsiveness to the information needs of stakeholders across sectors. A key emphasis was placed on exploring opportunities for digital transformation to enhance data collection, management, and utilization.

The findings of the assessment revealed several systemic challenges that undermine the full potential of the NNIS. These included:

- Fragmented data systems with limited interoperability and integration across sectors
- Weak coordination mechanisms and underdeveloped policy frameworks to mandate cross-sectoral use
- Heavy reliance on manual data entry and reporting processes, leading to inefficiencies and data delays
- Limited technical capacity, inadequate training, and absence of real-time technical support
- Absence of reliable data backup systems and protocols for system maintenance and data recovery
- Weak mechanisms for tracking financial and programmatic resources and their alignment with nutrition outcomes.

To address these critical gaps, a set of actionable recommendations was developed, focusing on four key areas: system integration and interoperability, enhanced coordination and governance, capacity building, and digital and data system resilience.



In response to these findings, the Department of Nutrition has formally requested technical assistance from Nutrition International to embed a skilled Monitoring and Evaluation (M&E) focal person within the Ministry. This embedded expert will be tasked with operationalizing the recommendations from the NNIS assessment and strengthening the M&E framework. Key responsibilities will include the development of robust M&E plans, tools, data collection protocols, and reporting templates. The role will also involve supporting the harmonization of nutrition indicators across sectors and enhancing data integration efforts.

Ultimately, this initiative aims to increase the effectiveness, sustainability, and impact of the NNIS by fostering a more coordinated, responsive, and data-driven nutrition landscape in Malawi. With stronger systems in place, the country will be better positioned to track progress, allocate resources efficiently, and deliver targeted interventions that improve nutritional outcomes for all.

OBJECTIVES

Overall objective

To support the enhancement of the NNIS by implementing key strategic recommendations from the recent assessment, and to provide expert guidance in strengthening system functionality, ensuring it effectively meets users' data management and decision-making needs.

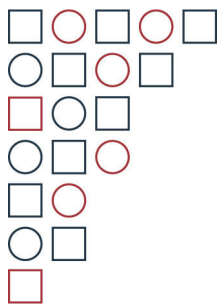
Scope of Work

The embedded M&E Advisor will provide technical and coordination support to strengthen the NNIS through the following four strategic focus areas:

1. Integration and interoperability of NNIS

- Support the integration of NNIS with existing government and implementing partners data systems using established data interoperability standards (such as HL7, FHIR, or DHIS2 interoperability standards to reduce fragmentation and duplication.
- Develop data integration protocols and ensure technical interoperability standards such as HL7, FHIR, or DHIS2 interoperability standards are met while identifying and optimizing the best type and method of integration—e.g., API-based integration, middleware solutions, or custom software bridges
- Facilitate the establishment of an intersectoral coordination body to oversee data harmonization.
- Promote unified reporting and cross-sectoral data sharing to enhance accountability and informed decision-making.
- Develop and manage a risk management plan for integrating existing government and partner data systems to mitigate technical and operational disruptions.

2. Capacity Strengthening and System Utilization



- Conduct a comprehensive capacity needs assessment using tools, data collection methods, analytical frameworks, and validation methods to identify training gaps and system use challenges.
- Design and implement ongoing, role-specific training programs, including digital literacy for system users and also determine the best training structure, methods (e.g., virtual, in-person, hybrid), tools, and evaluation mechanisms for training effectiveness
- Establish real-time technical support channels and help desks for system troubleshooting.
- Implement a structured feedback loop for continuous system performance monitoring and user engagement.

3. Data Security and Backup Systems

- Assess current backup and security needs, specifying infrastructure requirements, including recommended hardware/software specifications for data backup solutions (cloud versus local) and support resourcing mapping and procurement of appropriate infrastructure (on-site and cloud-based solutions).
- Develop and institutionalize standard operating procedures (SOPs) for regular data backup and restoration consistent with cybersecurity standards and practices that align with best practices (e.g., ISO 27001), ensuring data integrity, confidentiality, and availability.
- Train relevant staff in system maintenance, data protection, and information security protocols.
- Monitor and evaluate compliance with backup procedures and system performance metrics.

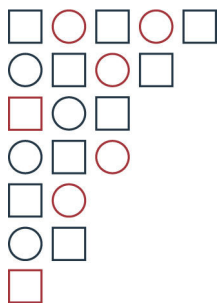
4. Coordination, Oversight, and Policy Alignment

- Facilitate regular meetings of Nutrition Technical Working Groups (TWGs) and enhance cross-sectoral communication while ensuring facilitation of the terms of reference, decision-making processes, accountability frameworks and mechanisms for resolving coordination issues.
- Support the development of tools and dashboards to track financial and technical resource mobilisation and allocation across partners.
- Ensure timely, complete, and accurate data reporting into the NNIS to support evidence-based policy and program implementation.

EXPECTED RESULTS

The success of this Consultancy will be measured by the attainment of the following:

- Development of standardized data integration protocols and adopted by government and implementing partners
- Establishment of a functional intersectoral nutrition coordination body.



- Institutionalization of cross-sectoral data governance mechanisms.
- Evidence of increased data exchange across sectors, with unified reporting frameworks adopted and used for joint planning and performance tracking.
- Establishment and strengthened nutrition Technical Working Groups (TWGs) supporting NNIS implementation
- Increased rates of timely and accurate data reporting into the NNIS by participating sectors
- Alignment of NNIS outputs with national nutrition policies and priorities
- Strengthened NNIS Helpdesk and user support systems.
- Establishment of a decentralized nutrition resource tracking system integrated with NNIS for real-time monitoring.
- Development of an interactive dashboard to visualize nutrition indicators, funding flows, and program implementation progress.

GENDER

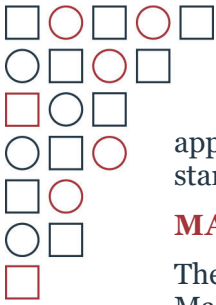
Nutrition International is committed to gender equality. Consultants are required to indicate how they will ensure that gender equality considerations are included in the provision of TA, including how they are incorporated into deliverables. Examples of gender equality integration could include but are not limited to; ensuring government departments responsible for women are included wherever possible, gender sensitive indicators are included, emerging data is sex disaggregated, and relevant documentation related to gender is reviewed. Nutrition International's gender equality strategy as well as tools to support gender mainstreaming can be accessed here: [Program Gender Equality Strategy](#).

TIMELINE

The duration of the technical assistance is expected to be between 1st September 2025 and 30th August 2026, with the possibility of extension based on performance and availability of resources.

STATION / LOCATION

The consultant will be located in the Department of Nutrition in Lilongwe, Malawi. There may be some travel to the districts within Malawi as and when required. Local travel under this consultancy will be supported by Nutrition International based on prior



approval by NI team and Department of Nutrition. Travel allowance is as per the standard rates of the organization.

MANAGEMENT AND REPORTING/COORDINATION MECHANISM

The M&E Advisor will report to the Nutrition International HQ Project Lead -Global Manager, Data Systems, Management & Modernization and the Manager, Nutrition Governance, Africa.

The M&E Advisor will work under the direct, day-to-day supervision of designated focal person from Planning Section and reporting to Policy and Coordination Division ensuring approach that mainstreams handover procedures, skills transfer mechanisms, and institutionalization practices for long-term sustainability.

NI will provide the funding for the assignment, and payments will be subject to satisfactory performance by the M&E Advisor and the reaching of the deliverables agreed upon at the time of contract signing.

PROFILE/ QUALIFICATIONS OF CONSULTANT

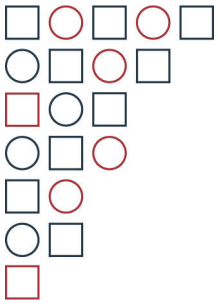
The Consultant should have the following profile:

Education:

- Bachelor's or Master's degree in Data Science, Information Systems, or a related field.

Experience:

- At least 7-10 years of experience in evaluating and implementing health or nutrition information systems, with significant experience in report writing and conducting high-level assessments. Strong writing and presentation skills and fluency in written English.
- Expertise in Nutrition Information Systems: (NDHIS): Demonstrated ability to analyze and evaluate nutrition information systems and health management information systems (HMIS) in sub-Saharan Africa, with specific experience in Southeastern Africa. This includes evaluating data management practices, reporting processes, and the utilization of nutrition information for decision-making.
- Competence in Evidence-Based Review: Proven skills in conducting comprehensive evidence reviews, which involve literature searches, key informant interviews, proactive identification of illustrative examples, and effective presentation and communication of findings, including the use of PowerPoint and graphics.
- Proven Track Record in Report writing: Prior experience in producing high-quality, action-oriented reports that provide strategic insights and recommendations for improving nutrition information systems.
- Commitment to Gender-Responsive Approaches: Strong familiarity with and commitment to gender-responsive and inclusive approaches in nutrition and



health programming. Demonstrated ability to integrate these approaches into practical programming contexts.

- Knowledge of Global Best Practices: Familiarity with global best practices in information systems and evidence in nutrition-sensitive programming, and inclusive strategies.

Skills:

- Proven analytical and technical writing skills, with a strong ability to synthesise complex information into clear, concise documentation.
- Extensive experience supporting digital transformation initiatives, including process improvement, systems integration, and change management.
- Excellent communication and stakeholder engagement capabilities, with a track record of building strong relationships across diverse teams and organisational levels.
- Strong presentation and written communication skills, with fluency in professional English and a keen eye for detail.

APPLICATION PROCESS

Interested Consultants are invited to submit the following by email to TechnicalAssistance@NutritionIntl.org , copying ematiri@nutritionintl.org by **22nd August 2025, 23:59pm in Ottawa.**

1. Include the title of this consultancy in your email subject line
2. Up-to-date curriculum vitae or resume.
3. Cover Letter/ Suitability statement for the consultancy, **including your expected fee rate**

Additionally, applicants are expected to complete the [Technical Assistance Provider Recruitment Form - Nutrition International \(nutritionintl.org\)](#).

* The award of this Consultancy contract will be contingent on project funding availability.