

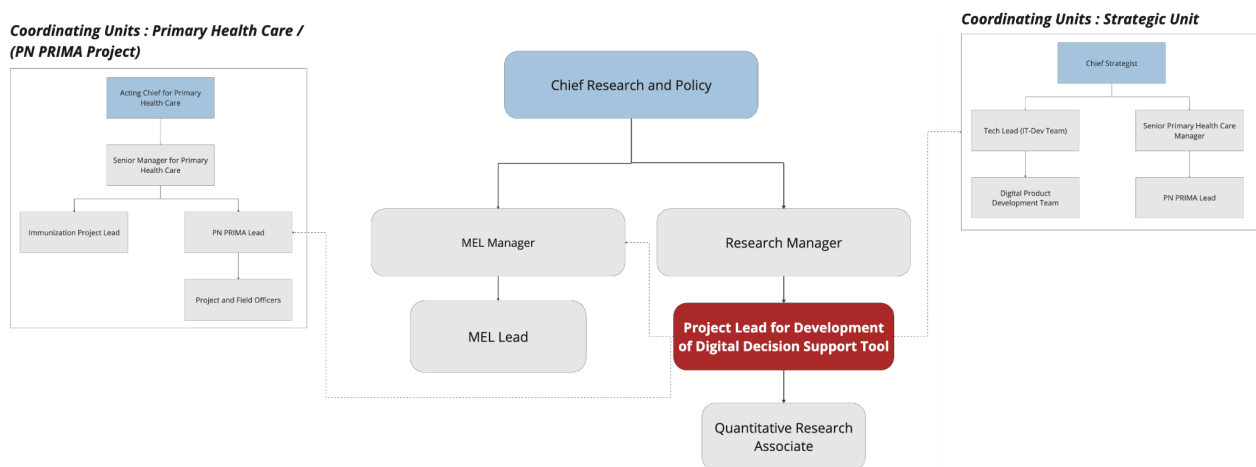
JOB DESCRIPTION	
<b>Position</b>	: Project Lead for Development of Digital Decision Support Tool (Research Project) -
<b>Department</b>	: Strategic Unit
<b>Employee Type</b>	: Full-time position, Contract Sep 2024 - Aug 2026 Jakarta-based
<b>Grade</b>	:
<b>Revision Date:</b>	

**This vacancy is open until 29 Sep or until the position is filled**

## I. SUMMARY OF ROLE

The Project Lead will be responsible for overseeing the development and implementation of the **Pencerah Nusantara (PN) App**, a digital decision-support tool aimed at assisting frontline healthcare workers, caregivers, and patients in Indonesia. This role involves coordinating various phases of the project, from initial research and development through to testing and deployment, ensuring alignment with CISDI's strategic goals and compliance with Ministry of Health guidelines. The Project Lead will play a critical role in managing stakeholder relationships, particularly with the Ministry of Health and partner organizations, to ensure the project's success.

## II. ORGANIZATION CHART



The organization chart for this project management illustrates the coordination among key roles within CISDI to ensure the successful development and implementation of the PN App. The Chief Research and Policy oversees the strategic direction, with the Research Manager supervising day-to-day operations, including this position.

**The Project Lead** will work closely with the MEL Manager to ensure tracking of GEDSI Indicators within the project, and with the Research Associate for research support. Coordination extends to the Chief Strategist, who ensures alignment with broader organizational strategies, and the Tech Lead, Senior

Primary Health Care Manager, and PN PRIMA Lead, who facilitate the technical development and integration of the app within the primary healthcare intervention framework. This structure ensures effective collaboration across research, technical, and strategic units to achieve the project's objectives.

### III. WORKING RELATION

The Project Lead for Development of Digital Decision Support Tool will report directly to the **Research Manager**, and will have direct communication with Chief Strategist as well in terms of product development. Research Manager will provide strategic oversight and guidance on the project's execution, including the clinical trials, digital tool evaluations, and collaboration with research and technology partners.

#### Within the Research Unit:

- The **Chief Research and Policy** oversees the broader strategic objectives of the research activities within the unit.
- The **Research Manager** supervises the day-to-day operations, ensuring alignment with the strategic goals set by the Chief Research and Policy.
- The **MEL Manager** will closely collaborate with the Project Lead to ensure effective monitoring, evaluation, and learning (MEL) processes are integrated into the project lifecycle.
- The **Research Associate** supports the research activities and assists with data collection, analysis, and reporting, working closely with both the MEL Lead and the Project Lead

#### Coordinating Units:

- The **Chief Strategist** plays a pivotal role in guiding the overall strategic direction of the PN PRIMA initiative. The Chief Strategist, who also serves as the Acting Chief of Primary Health Care, ensures that the project's strategic goals align with broader organizational objectives. The Project Lead will frequently coordinate with the Chief Strategist to ensure that the app development aligns with these overarching strategies.
- The **IT-Dev Team** will coordinate with the Project Lead to ensure that the app's development aligns with the technical requirements and user needs. The Tech Lead reports to the Chief Strategist.
- The **Senior Primary Health Care Manager** oversees the broader implementation of the PN PRIMA initiative, under which the app development falls. The Project Lead will liaise with this role to ensure that the app supports the overarching primary healthcare goals.
- The **PN PRIMA Lead** ensures that all components of the PN PRIMA initiative, including the app development, work towards achieving the project's intended outcomes.

The Project Lead for Digital Decision Support Tool will act as a bridge between these internal roles and the external partners (KONEKSI Research Partnership), facilitating smooth communication and collaboration to ensure the success of the Pencerah Nusantara App development and its implementation.

Beyond CISDI, the Project Lead will collaborate closely with research teams from partner organizations, including Monash University's Center for Development Economics and Sustainability (CDES) and

PUSKAPA UI. These collaborations are vital for the design, implementation, and evaluation of the randomized controlled trials (RCTs), as well as for ensuring that the digital tools meet the needs of the target communities. The Project Lead will also work with IT teams, healthcare professionals, and data analysts to ensure the effective deployment and monitoring of the PN App.

#### **IV. RESPONSIBILITIES/ACTIVITIES**

##### **Key Responsibilities**

- Development of research protocol, initiate permit process
- Ensure alignment with Ministry of Health relevant directorates
- Manage the implementation of the research: Oversee the planning, implementation, and analysis of RCTs to assess the effectiveness of the PN App in improving health outcomes.
- Lead the writing of research findings and report.
- Engage with research partners, healthcare professionals, and Ministry of Health representatives to ensure alignment with project objectives and regulatory requirements.
- Work with the MEL Manager or lead to develop and implement MEL frameworks and incorporate GEDSI lens to assess the impact of the PN App on patient outcomes and healthcare delivery.
- Adhere to ethical standards and data protection regulations to ensure the accurate collection, storage, and analysis of trial data.
- Create and manage detailed project plans, including timelines, budgets, and resource allocation, ensuring the project stays on track and within budget.
- Regularly update internal and external stakeholders on project progress, including presenting findings from the RCTs and MEL activities.
- Act as the liaison between CISDI's technical teams, research partners, and other stakeholders to foster collaborative problem-solving and ensure project success.

##### **Lessons-learned documentation and reporting**

- Conduct lessons-learned exercises post-trial and after key project milestones, documenting successes and areas for improvement.
- Share documented lessons learned with the Partnership Manager and relevant teams to enhance future project implementations.

#### **V. OUTPUT/MEASUREMENT**

- Timely delivery of project milestones within budget.
- A high-quality research report.
- Generation of robust data sets that demonstrate the app's impact on patient engagement, adherence to care pathways, and overall health outcomes.
- Effective collaboration with research partners, resulting in co-authored publications and presentations.
- Measurable improvement in patient compliance to care pathways as a direct result of using the PN App.

- Ensure that the project is on track to achieving the objectives of Increased patient engagement, as evidenced by higher usage rates and positive feedback collected through surveys and in-app analytics.
- Well-established and defined indicators to track the app's performance and impact throughout the project lifecycle.
- Strengthened relationships with key stakeholders, including healthcare workers, Ministry of Health officials, and research partners, resulting in a collaborative environment that supports the project's success.
- Positive feedback from stakeholders, particularly regarding the alignment of the app with their needs and the project's strategic objectives.

## VI. QUALIFICATIONS

### A. Minimum Qualifications

1. Master's degree in Health Data Science, Public Health, Experimental Research, Health Informatics, or a related field.
2. Minimum 5 years of experience in managing clinical trials, digital health tool evaluations, or health research projects.
3. Proven experience with RCTs and impact evaluation in healthcare settings.
4. Proficient in written and verbal English communication.
5. Strong organizational skills with attention to detail.
6. Excellent project management skills, including timeline and budget management.

### B. Competencies

1. **Project Management:** Ability to lead and manage complex projects, including planning, execution, monitoring, and evaluation.
2. **Experimental Research Expertise:** Experience experimental research or randomized controlled trials, including design, implementation, data analysis, and reporting.
3. **Impact Evaluation:** Skilled in developing and applying MEL frameworks to assess the effectiveness of digital health interventions.
4. **Stakeholder Engagement:** Proven ability to work effectively with a diverse range of stakeholders, including researchers, healthcare professionals, and government agencies.
5. **Data Management:** Competency in managing large datasets, ensuring data integrity and compliance with ethical standards.
6. **Communication:** Strong written and verbal communication skills for presenting research findings and project progress to stakeholders.

### Additional Requirements

- Understanding of Indonesia's healthcare system, primary health care, and Ministry of Health guidelines is preferred.
- Familiarity with digital health tools, healthcare regulations, and ethical considerations in clinical research.
- Proficiency in project management software and relevant data analysis tools (e.g., Excel, Stata, R, or similar).
- Ability to travel occasionally for meetings site visits, and partner development activities.