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Approved

IntraHealth/CDC SI Project – South Sudan-Juba



Immediate Vacancy Announcements

10/4/2018

- Job Title : HIV/TB Field Officer
- Location : Former Central Equatoria, Eastern Equatoria and Western Equatoria
- Contract Type : Regular dependent on availability of funding
- Supervisor(s) : Strategic Information Project Director & Director HIV/AIDS STI Department
- No. of Positions : Six (6) Positions
- Duration : Regular with 3 months probationary period
- Application Deadline : May 4th 2018
- Start Date : As Soon As Possible (ASAP)

Background:

IntraHealth International, Inc. is a US based NGO with offices in over 30 African countries including South Sudan. Currently, IntraHealth is implementing four successful U.S government funded projects in South Sudan. With funding from US Centers for Diseases Control and Prevention (CDC) and in collaboration with Government of South Sudan Ministry of Health (MOH) and South Sudan AIDS Commission, IntraHealth is implementing Strengthening National Capacity for Integrated HIV/AIDS Health Data Collection, Use, and Dissemination in Support of an Evidence-based Response in South Sudan under the President's Emergency Plan for AIDS Relief (PEPFAR) project.

The MOH is mandated to coordinate, supervise, monitor and evaluate the HIV program in South Sudan. In support of the MOH functions, IntraHealth International with PEPFAR funding through CDC South Sudan is implementing a new field supervision system with recruitment of mid-level public health professionals based at the county level providing intense on-site, field level supervision, mentoring and monitoring for all sites providing HIV/AIDS and TB-HIV services. It's against this background that Intrahealth' International would like to hire six (6) HIV/TB Field Officers to undertake the tasks below.

The **HIV/TB Field Officer** will support the National HIV/AIDS Program (including TB-HIV coordination) under the Ministry of Health (MOH), South Sudan, providing field level technical, management and operational support at facility, County and State levels. The officer will provide site level technical, managerial, and logistics support for training, supervision and mentorship, implementation, monitoring and reporting of HIV/AIDS and HIV-TB collaborative activities in the assigned county according to national policies, WHO guidelines and PEPFAR program standards. This will include monitoring of site and above site HIV and TB related service quality, identify service delivery barriers, develop and implement remedial plans. This will involve using a quality improvement approach to foster high quality clinical care outcomes, improved treatment coverage,

and efficient implementation of HIV/AIDS and HIV-TB collaborative activities. He will also support in HIV surveillance activities. The field officer is expected to undertake the following tasks:

Facility / Site level:

1. **Conduct field visits** to HIV/AIDS and TB related service delivery facilities/sites including areas for HIV Testing Services (HTS), PMTCT, ART, TB, STI diagnostic and treatment centers, patient and program record keeping/data management, medication dispensing/supply chain management, diagnostics and monitoring services, Key Population (KP) intervention sites and other facility and community based linkage, retention, referral and support interventions to:
 - a. Review real-time program implementation and assess performance based on a detailed check-list (including standard MOH support supervision tool and PEPFAR Site Improvement and Monitoring Systems (SIMS) tool) to identify program implementation issues/challenges.
 - b. Develop and support implementation of remedial/quality improvement plans, and provide ongoing mentoring and monitoring to measure improvements
 - c. Review, inspect and cross-check program related records including reporting forms, registers algorithms, job aids and SOPs for availability, accuracy, completeness and relevance. The officer will also conduct interview of patients and staff, and verify that data synchronizes /matches well against reported performance for data quality assurance and verification.
 - d. Continuously investigate cases of failed linkage, adherence defaults and lost-to- follow-up and determine causes and implications for improvement of program implementation and impart skills to field staff.
 - e. Facilitate utilization of updated patient and facility data collection, monitoring and reporting tools.
 - f. Conduct monthly and quarterly facility/site specific data analysis for program priorities such as outcomes in patients (e.g., linkage, lost to follow up, death, transferred in/out, other) to inform, establish and strengthen site specific procedures to improve performance. And while doing this, build capacity of facility and other support staff to better understand and use program data, conduct performance review and routinely discuss quality improvement activities
 - g. Identify issues related to service providers (numbers, placements, training, skills and competencies) that impact quality patient care services delivery and facilitate resolution.
 - h. Provide on-the-job training and mentorship, and impart skills to key HIV/AIDS program staff at the site level and county level to improve knowledge, practices, analytic skills and problem solving for high quality patient-centered care, efficient and coordinated/integrated service delivery.
 - i. Support implementation of program priorities and newer initiatives.
 - j. Participate in preparation of new facility including; preliminary assessments, regular supervision & review, periodic evaluations and assessments as dictated by program requirements.
 - k. Communicate up-to-date information on program implementation and feedback on policy implementation. This includes ensuring accurate and timely program including electronic transmission to MOH and assist in financial reporting..
 - l. At state level collaborate with State M&E officers and HIV Directors.
 - m. Be a member of the multi-disciplinary team at the facilities and Counties assigned to them.
2. Undertake monthly field visits and all sites covered at least once per month. More frequent visits to be determined based on review of performance data and future direction provided by MOH for targeted performance improvement and follow up

3. Identify issues related to logistics, consumables and other supplies, infrastructure, human resource (skills and competences) impacting service delivery and proactively identify feasible solutions at local level or county / state level and report back to the MOH
4. Assist in coordinating periodic meetings, trainings, sensitizations, performance reviews and workshops for site level staff.
5. Facilitate coordination between TB and HIV program activities at field level
6. Participate in regular communications between field officers, stakeholders (PEPFAR IPs, MOH, Global Fund Principal Recipient and Sub Recipients) to share best practices, challenges, regular program and technical updates, and trainings.
7. Prepare and submit required reports on a monthly basis (to include formats of written, electronic, power point, excel, verbal) that inform program implementation, quality of the program, procedures and policies over time.
8. Submit monthly field supervision reports to MOH and the respective partners.
9. Support the reporting of the HIV, TB-HIV collaborative activities data through the National DHIS 2 reporting system and ensure data from facilities is in timely manner submitted to the County Health Department.
10. Facilitate formation of quality improvement teams at facility level where applicable and provide technical guidance to the teams
11. Provide support to approaches for improving HIV testing yield, linkage and retention
12. Support facility-based HIV cascade analysis
13. Assist in laboratory monitoring (VL, EID and QA sample transportation, return of results, interpretation and management of failure/ non-adherence)
14. Provide oversight to Supplies management (support Logistics Management Information System (LMIS): recording, ordering, reporting, planning and distribution including last mile delivery to facilities)
15. Perform other duties as assigned to support new initiatives and fidelity of technical/program interventions.



Qualification:

Bachelor's Degree in Medicine. (MD/MBChB/MBBS)
 Clinical Officers with ~3 years' experience, including in HIV/TB program management
 Additional qualification in MD/MPH is preferred
 Degree or Diploma in Public Health/Epidemiology / HMIS will be an added advantage.
 HIV/ TB or other public health program experience is an advantage

Supervision:

The staff will be seconded to the Ministry of Health and based at the county level in the Greater Equatoria region. This position will be supervised by the National HIV Program Manager in the MOH and administratively managed by Implementing Partner (IntraHealth International) Strategic Information Project Director. Joint review of the staff and the program performance will be undertaken by the MOH, PEPFAR/CDC, WHO, UNDP and IntraHealth.

Skills and Knowledge required:

- Good clinical and programmatic knowledge of HIV/AIDS and TB-HIV collaborative activities
- Strong training skills with ability to train and mentor field staff and community members in HIV/AIDS and TB-HIV intervention
- Strong monitoring and evaluation skills
- Good interpersonal and networking skills



- Good writing, reporting and presentation skills.
- Good computer skills in Word, Excel, Power Point and desirable skills in DHIS.

Other qualities:

- Excellent communicator (both verbally and in-writing)
- Team Player
- Self-motivated
- Competences in assessing priorities manage a variety of activities (multi-tasking) in a time-sensitive manner and meet deadlines with attention to detail and quality.
- Ability to work independently, innovatively and take initiative to get tasks accomplished in timely manner.
- Ability to work in areas with limited facilities and basic living conditions
- Arabic - Level 2 spoken. English - Level 4 both spoken and written.

Travel: This position requires extensive county-level travel in the former Greater Equatorial region (~20 days per month) to sites/facilities in the defined project area for program monitoring activities and fulfillment of duties as assigned.

Salary: Salary for the position will be negotiated according to qualifications and relevant experience.

Application Procedure

Interested candidates should apply to Country Representative, IntraHealth International by sending their Letter of Interest and CV to: aokiria@intrahealth.org and jwillis@intrahealth.org and copy ataban@intrahealth.org by **17:00 hrs Juba Time before or on May 4th 2018**. Hand delivery of applications is acceptable addressed to the address below:



**Country Representative,
IntraHealth International, Inc.
South Sudan Country Office.
Plot No. 193,
Block 3-K South, Juba Nabari.
Juba, South Sudan.**

NB: Please indicate only one preferred location of work in your application: Former Central Equatoria, Eastern Equatoria or Western Equatoria.

South Sudanese nationals are particularly encouraged to apply.

Only short listed candidates will be contacted

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