



Shabab Le Shabab

### JOB ADVERTISEMENT.

<b>JOB TITLE:</b>	NATIONAL HIV, TB AND MALARIA PROGRAM OFFICER
<b>REPORTS TO:</b>	NATIONAL COORDINATOR OF SHABAB LE SHABAB HEALTH ALLIANCE
<b>DURATION</b>	6 MONTHS
<b>DUTY STATION</b>	JUBA.
<b>EFFECTIVE JOB START DATE:</b>	1 <sup>st</sup> July 2021

### BACKGROUND.

Shabab – Le-Shabab, a youth health alliance works with young people with a special focus on Sexual Reproductive Health and Rights, Sexually Transmitted Infections including HIV/AIDS, Hepatitis and Syphilis, and Gender Equality. Shabab Le Shabab Health Alliance comprises of 15 registered national non-profit organizations in Juba and in all the ten states of South Sudan.

Formed in 2019 as an outcome of the 2nd national youth conference, Shabab Le Shabab combines face to face and online interaction with youth all over the country and in the diaspora to establish an enabling environment for the youth by the youth with the youth of South Sudan. The Alliance seeks to work with both youth led-organizations and enthusiastic youth who are passionate about advancing the fight against HIV/TB, promoting Sexual Reproductive Health and Rights and Gender Equality services at grass root, national and regional levels. To achieve this, the organization is looking for a suitable person to fill the below role.

### OVERALL RESPONSIBILITY.

The HIV, TB and malaria program officer will ensure proper implementation, coordination and management of all HIV/AIDS, Sexual reproductive Health, Malaria and TB programs of the Shabab Le Shabab Health Alliance at all levels with strict supervision of all the project activities under this department to realize high performance and quality of the Alliance programs.



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Approved by  
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10/6/2021



2. Together with the program officer, provide support to the focal point staff of HIV/AIDS/STIs of Alliance Member Organizations to strengthen their departments to plan and coordinate the delivery of integrated TB, Malaria and HIV/AIDS and SRHR services at all levels.
3. Support the development and implementation of plans to strengthen the capacity of the Alliance member organizations in implementing HIV/AIDS, SRHR and TB programs with support from the PRs, SRs and other partners.
4. Implement in coordination with the Member Organizations of the Alliance all the SRHR, HIV/AIDS and TB programs in line with the Alliance strategies and UNFPA workplan.
5. Monitor and follow-up the mainstreaming of gender in delivery of SRH/HIV and TB services throughout the seven states
6. Organise regular staff meetings with all the staff under your departments including staff of member Organisations performing similar programs to keep all the staff on track as expected and meet the target.
7. Participate in the preparation of monthly progressive activity reports and the performances of programs under this department together with the program officer
8. Represent the Alliance in coordination meetings, with stakeholders and donors when assigned by the national Coordinator or Program officer.

#### **Communication and reporting.**

- ❖ Submit reports regularly as required and report any information to supervisors on program related activities.
- ❖ Submit weekly, monthly and quarterly reports to supervisors.
- ❖ Maintain proper records for all correspondences of the program.
- ❖ Responsible for sharing minutes of all official meetings held in the field.

#### **Monitoring evaluation and budgeting.**

- ❖ Provide regular feedback to the supervisors on project implementation
- ❖ Assist in preparation of donor reports and project reports.
- ❖ Participate in development of program workplans and reviewing them on a monthly basis.
- ❖ Ensure and maintain accurate use of budget lines according to donor regulations

#### **Additional Responsibilities**

This job description is intended to be all – inclusive and the employee will also perform other related tasks as required and assigned by the supervisors.

#### **Required personal skills:**

- Excellent organizational, training and coaching skills is required;
- Strong interpersonal and intercultural skills;
- Able to prioritize; Be flexible;
- Ability to work under stressful situation;
- Have a good team spirit



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### **Education and Experience:**

- Minimum qualification of a Bachelors in Public health , Diploma in Clinical Medicine, or relevant social sciences with at least 3 years of professional experience in a similar position of which 1 previous experience with an NGO
- Ability to plan, design and implement quality training;
- Relevant qualifications in HIV/TB/Malaria programing with a good track record of achievement;
- Ability to create tools and monitoring process;

### **Application procedure:**

Interested and qualified persons who meet the person specifications should submit their applications with an updated CV, indicating their salary expectations, copies of relevant Academic Documents and South Sudan Nationality Identity certificates to Shabab Le Shabab Offices in Juba off Bilpam Road after Munuki-Equity Bank Bridge or through email to [shabableshabab@gmail.com](mailto:shabableshabab@gmail.com) before 30<sup>th</sup> of June 2021.

Qualified Female candidates are strongly encouraged to apply.

**NOTE:** Due to the urgency of the need for this role, interviews will be held on a rolling basis and the recruitment team reserves the right to fill the position as soon as a suitable person is found.