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Approved
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Christian Agenda for Development

VACANCY NOTICE

Introduction

Christian Agenda for Development (CAD) is a faith based national non-governmental organization established in 2007 to address the humanitarian situation in South Sudan. CAD has a holistic, community driven approach to programming, ensuring that interventions are needs-driven and implemented in an inclusive integrated manner and in accordance with humanitarian principles.

Advancing HIV & AIDS Epidemic Control (AHEC) Activity is a USAID funded consortium led by IntraHealth to create a community-led response and aggressively strengthen HIV services along the prevention-to-care continuum, paying special attention to case finding and retention.

Through IntraHealth International, the South Sudanese government, and local communities, AHEC builds our capacity and resilience and adapt evidence-based HIV prevention, care, and treatment interventions for people living with HIV. With Year IV support, CAD will be implementing the Advancing HIV/AIDS Epidemic Control (AHEC) project in Juba, Tambura and Nagero counties of South Sudan. The project will provide technical assistance and services to decrease morbidity and mortality among South Sudanese

The AHEC project is anchored on two objectives;

1. Increase prevention, care, treatment, and retention services for at-risk men, women, children, and key populations.
2. Strengthen the capacity of local partners to prepare them for the receipt of prime funding.

Key Competencies required of the applicants

1. **Innovation:** Develops new, better or significantly different ideas, methods, solutions or initiatives within your role that result in improvement of CAD's performance and meeting objectives, results and global commitments.
2. **Accountability:** Holds self and others accountable for all work activities, research and personal actions and decisions; follows through on commitments and focuses on those activities that have the greatest impact on meeting measurable high-quality results for CAD's success. Exercise ethical practices, respectful words and behaviors and equitable treatment of others in all activities.
3. **Service Excellence:** Knowledge of and ability to put into action customer service concepts, processes and techniques to access internal and/or external client needs and expectations and meet or exceed those needs and expectations through providing excellent service directly or indirectly
4. **Effective Communication (Oral and Written):** Understands effective communication concepts, tools and techniques; ability to effectively transmit, explain complex technical concepts in simple, clear language appropriate to the audience; and receive, and accurately interpret ideas, information, and needs through the application of appropriate communication behaviors.
5. **Planning and Organizing:** Develops clear goals that are consistent with agreed upon strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate time and resources for completing work; foresees risks and allows for contingencies when planning; and monitors and adjusts plans and actions as necessary.
6. **Interpersonal Relationships:** Knowledge of and the ability to effectively interact within and across Divisions, Departments, and with international partners in a constructive and collaborative manner.

CAD, therefore, is seeking to recruit the following suitable South Sudanese nationals;



Empowering Communities from the Grassroots Level

Our Environment, Our Responsibility. Go Green

Position: ART Clinical Officer
Ref. No: CAD/ART-VAC 2023/01
Placement: Tambura County, Western Equatoria State
Placement type: Non re-locatable
Persons required: One (01)
Duration: 45 days with possibility of contract extension
Reporting to: Area Coordinator.
Application open: 21/8/2023
Application close: 10/9/2023



Purpose of the position:

The ART Clinical Officer is responsible in the implementation of the AHEC project, which is to support optimized HIV case finding, treatment, viral suppression, and retention services by increasing access to facility and community-based HIV prevention, care, and treatment services and to improve retention across ART/PMTCT/EID/pediatric HIV cascade in accordance with the Ministry of Health standards

Primary responsibility

The Clinical Officer will provide leadership and technical oversight for Drop in Center. S/he will ensure that project implementation at the site is on track and in line with MoH guidelines and SOPs. S/he will work with other clinical staff to develop strategies and interventions on HIV services as they relate to Key Populations. S/he will have expertise and proven experience implementing technical assistance to accomplish project goals by working collaboratively with the MoH, SSAC and CSO partners and representative to scale up services for key populations. Will devote 100% of his/her time on this project, working with staff on a daily basis to ensure activities are carried out. Will supervise all the sites to stay on schedule and provide technical backstopping.

Key duty and responsibilities:

- Assist with analysis and report writing on HIV/AIDS assessments as needed.
- Design, implement, coordinate and evaluate a broad range of HIV care & treatment activities.
- Develop and implement administrative, operational, and programmatic procedures for partner organizations.
- Develop technical capacity and transfer technical expertise in training, learning, performance and support interventions, such as feedback and transfer of knowledge.
- Direct the use of state of the art technical approaches and methodologies in HIV care & treatment.
- Ensure all stocks are available at all times or ensure that the health facility is aware of the stock out.
- Ensure that HIV/AIDS clinical activities are implemented according to the South Sudan and international ethical guidelines and standards.
- Ensure that logistics are addressed and well planned for all training activities, including determining timing, space, allocation of per diems, and support for evaluation.
- Establish system for documentation and reporting of adherence and retention interventions.
- Identify problem areas in the implementation process and together with the technical team facilitate solutions.
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- Maintain and improve the quality of HIV clinical care and treatment.
- Meeting and coordinate with NGO partners, the CHD and local authorities.
- Oversee all clinical services to ensure that standards and national protocols are observed.
- Provide clinical consultation services for management of HIV and TB cases in the facility and catchment facilities.
- Provide clinical follow up of HIV exposed infants and their parents, facilities early infant diagnosis services and proper management of HIV infected children.
- Provide regular medical education to the facility staff.



- Represent CAD on HIV care & treatment issues at technical, policy and strategic planning meetings, including meetings with partners.
- Responsible for ART patient monitoring and discussing clients who fail on treatment with ART team for appropriate treatment interventions.
- Support quality improvement activities within the context of HIV/AIDS care & treatment.
- Willingness to work with Key populations
- Work with the HIV Testing and Counselling (HTC) providers to ensure accurate identification and linkage of HIV positive clients to care and treatment.
- Promote prevention of sexual exploitation and abuse
- Performs all other related duties involved in the operation of the DIC as assigned or required

Qualifications and skills

- Diploma in Clinical medicine or related field
- At least 3 years' experience in HIV/AIDS clinical services
- Computer literacy in Word, Excel, Power Point.
- Oral and written proficiency in English required, Arabic language skills desirable
- Ability to work as an effective team member in a complex and fast paced environment.
- Demonstrated competence to assess priorities and manage a variety of activities in a time-sensitive environment and meet deadlines with attention to detail and quality.
- Detailed knowledge of GoSS healthcare system and structures including familiarity with SSAC, MOH HIV care & treatment guidelines, program priorities and regulations.
- Excellent interpersonal skills and demonstrated ability to interact professionally with diverse people, clients and consultants.
- Good report writing skills.
- Have demonstrated capability and experience in the development and provision of HIV clinical training.

Due to the urgency to fill this position, applications will be reviewed on rolling basis, and only shortlisted candidates will be contacted.

Further information and how to apply

Interested and qualified applicants can submit their applications including CV in English, copies of birth certificate, Nationality ID and qualification documents, both phone and email contact details of at least 3 professional references, including the most recent/current employer /supervisor to the following email: info@cad-nl.org copying edasimbe@gmail.com

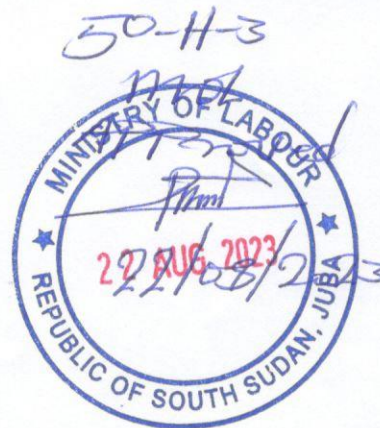
Application can also be hand dropped at any CAD Offices/ CHD in Tambura, ECSS Department of Education and Training in Yambio and or CAD Hai Tarawa Office in Juba

Please Note that CAD:

1. *Strongly encourages women to apply*
2. *Has zero tolerance to sexual exploitation and abuse*
3. *Offers equal opportunity*



Position: PMTCT/EID Midwife
Ref. No: CAD/ART-VAC 2023/02
Placement: Tambura County, Western Equatoria State
Placement type: Non re-locatable
Persons required: One (01)
Duration: 45 days with possibility of contract extension
Reporting to: Clinical Officer.
Application open: 21/8/2023
Application close: 10/9/2023



Purpose of the position:

The PMTCT/EID Midwife will oversee the day-to-day planning and implementation of PMTCT/EID activities at the health facility.

Key duty and responsibilities

- Provide full time clinical assessment, management and care of HIV positive pregnant and breastfeeding women and their families for preventing mother to child transmission
- Provide clinical follow up, assessment and routine care of HIV exposed infants
- Provide early infant diagnosis services for HIV exposed infants including taking DBS blood samples for DNA PCR tests in line with MOH guidelines
- Follow up the baby –mother pair till when the last test outcome is determined in line with existing MOH standards
- Follows and documents all the EID test results in the appropriate EID registers as required by Ministry of Health
- Provide routine antenatal and postnatal care services to pregnant and breast-feeding women attending the ANC and PMTCT Clinics
- Ensure all pregnant women presenting at the health facility ANC and PNC are counseled and receive HTS services to identify the HIV positive mothers and exposed infants to be enrolled into care /PMTCT
- Support the counseling of all HIV positive mothers to ensure adherence to treatment and retention in care
- Provide HIV and AIDS information for all pregnant and breastfeeding women who attend the ANC, PNC FP.
- Provide infant and young child feeding counseling to mothers attending ANC and PMTCT clinics
- Follow up of pregnant and breast-feeding women and HIV exposed infants who missed their clinic appointments
- Maintain proper updated records of all HIV positive pregnant and breastfeeding women and exposed infants in the PMTCT Clinic
- Support the mentor mothers to provide psychosocial, adherence and follow up support to HIV infected pregnant and breastfeeding mothers and their exposed infant
- Counsel HIV clients on regimen specific side effects and dispense ARVs to clients
- Provide FP services and condoms to clients
- Promote prevention of sexual exploitation and abuse
- Establish system for documentation and reporting of adherence and retention interventions

Qualifications and skills

- Certificate in nursing and midwifery or related field
- At least 3 years' experience in HIV/AIDS clinical services
- Computer literacy in Word, Excel, Power Point.
- Oral and written proficiency in English required, Arabic language skills desirable



Due to the urgency to fill this position, applications will be reviewed on rolling basis, and only shortlisted candidates will be contacted.

Further information and how to apply

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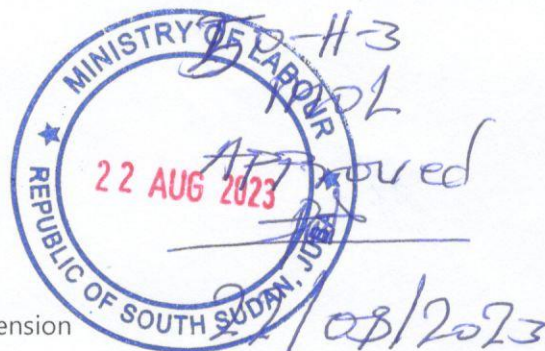
Application can also be hand dropped at any CAD Offices/ CHD in Tambura, ECSS Department of Education and Training in Yambio and or CAD Hai Tarawa Office in Juba

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Position: Data Clerk
Ref. No: CAD/ART-VAC 2023/05
Placement: Tambura County
Placement type: Non re-locatable
Persons required: One (01)
Duration: 45 days with possibility of contract extension
Reporting to: M&E Officer.
Application open: 21/8/2023
Application close: 10/9/2023



Primary responsibilities

The Data Clerk is responsible for HIV patient files and the overall facility data collection and reporting

Key duty and responsibilities:

- Assemble patient's files in a correct and orderly manner to ensure that all the patients' files and information are easily accessible and well organized in the files, shelves, and cabinets.
- Ensure all hard copies and soft copies of the reports are kept confidential.
- Put into the files all the clients' documents such as HIV test results, treatment prescription, Viral load and CD4 results, TB screening results, and or any relevant test results.
- Create new files for new clients at the center and ensure that all necessary forms are attached to the patient files.
- Complete attendance records for the clients at the unit.
- Call clients who have been lost to follow up at the facility.
- Guide clients and visitors at the unit to ensure organization and easy flow of services.
- Enter accurate data into databases as per the project and MOHSS data collection and reporting guidelines and procedures
- Compile daily, weekly and monthly reports for the clinical team to review and make decisions based on the data
- Submit reports periodically and on an ad hoc basis as required by MOHSS or IntraHealth using different means such as email, telephone, or hard copies
- Order stationeries as may be directed by the doctor, clinical officer, or nurse
- Follow up clients who missed their appointments using the appointment logbook or tracking tool
- Work closely with adherence counselors/peer navigators and PLHIV support group members to stay in touch with clients to prevent lost to follow up
- Ensure that all HIV data and reports produced in the facility are correct, complete, and reliable
- Ensure confidentiality and integrity during all stages of HIV related data management

Qualifications and skills

- Certificate/Diploma in Computer science or Information technology or related field of health
- Minimum 2 years' experience as data entry preferably in HIV/AIDS programs.
- Very organized and detail oriented and able to work under pressure.
- Proven experience in data management.
- Computer literacy in Word, Excel, Power Point.
- Proficient in the use of MOH data reporting system (DHIS2)
- Oral and written proficiency in English required; language skills in Juba Arabic, Amharic, Zande, and Swahili languages are desirable.



- Due to the urgency to fill this position, applications will be reviewed on rolling basis, and only shortlisted candidates will be contacted.

Further information and how to apply

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Position: HTS Provider
Ref. No: CAD/ART-VAC 2023/03
Placement: Tambura County, Western Equatoria State
Placement type: Non re-locatable
Persons required: One (01)
Duration: 45 days with possibility of contract extension
Reporting to: ART Nurse.
Application open: 21/8/2023
Application close: 10/9/2023



Purpose of the position:

The HTS Index Testing will coordinate the overall adherence support activities within the hospital ART and Community level.

Key duty and responsibilities

- Provide basic information to all new patients on HIV infection, ARVs as long-life treatment, monitoring of HIV progression with emphasis on the viral load and development of AIDS
- Provide adherence counseling to new patients before ART initiation and navigation
- Provide ongoing adherence counseling for patients already started on ART
- Provide enhanced adherence counseling to clients with high viral load and those with suboptimal adherence to treatment
- Update clients contacts, contacts of clients newly started ART and those with high viral load
- Tracks HIV testing services trends to elicited partners of index cases and documents progress in Index testing register
- Identify potential barriers to adherence and assist the clients to make a plan for overcoming the barriers
- Ensure that all patients have adherence assessment forms in their files with clear documentation of adherence outcomes
- Educate clients on the component of positive living
- Map community resources of support for clients on ART and facilitate client's referral and linkage to those resources
- Facilitate establishment of adherence support groups and recruit clients to join them
- Establish system for documentation and reporting of adherence and retention interventions
- Work with facility-based peer adherence supporters to facilitate facility-community linkages through PLHIV association.
- Dispense drugs to clients
- Update the dispensing register
- Promote prevention of sexual exploitation and abuse

Qualifications and skills

- Certificate in nursing and midwifery or related field
- At least 3 years' experience in HIV/AIDS clinical services
- Computer literacy in Word, Excel, Power Point.
- Oral and written proficiency in English required, Arabic language skills desirable

Due to the urgency to fill this position, applications will be reviewed on rolling basis, and only shortlisted candidates will be contacted.

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Position: Volunteer Community ART/ Adherence Nurse
Ref. No: CAD/ART-VAC 2023/03
Placement: Juba, Tambura and Nagero Counties
Placement type: Non re-locatable
Persons required: Three (03)
Duration: 45 days with possibility of contract extension
Reporting to: ART Clinical Officer.
Application open: 21/8/2023
Application close: 10/9/2023



Primary responsibilities

The Nurse shall provide intermediate-level, professional public health nursing services including assessment, counseling and testing to clients at a Drop-in Center (DIC) for female sex workers

Key duty and responsibilities:

- Assures quality of care by adhering to Ministry of Health guidelines.
- Collects blood samples and other laboratory specimens as part of assessment and diagnosis process
- Coordinate linkage between HIV testing point and the ART unit.
- Counsel and administer PEP to the needy clients
- Counselling of clients on ARVs side effects and dispense the ARVs drugs.
- Document client tracking in the tracking register.
- Elicits health histories related to sexual activity and presenting symptoms (i.e., previous STD's pregnancy, contraceptive history, etc.)
- Implement weekly meetings with the staff.
- Lead the implementation of the appointment system in the ART unit including use client held cards, appointment log, and identification and tracking of missed appointment.
- Lead the tracking of the clients who missed their appointments and lost to follow up.
- Maintain positive working relationship with clients and colleagues and embrace professionalism, team working, integrity, and medical work ethics.
- Make follow up calls regarding attendance to the facility appointment including reminding clients of an appointment, exploring reasons of missing an appointment and assisting clients with rescheduling an appointment.
- Performs all clinical tasks following established policies and protocols
- Create awareness and train team members on zero tolerance on sexual exploitation & abuse
- Performs group and one-on-one education specific to HIV/STD and other communicable disease to the Key Populations at the DIC
- Performs specialized counseling and testing on HIV and screening for Sexually Transmitted Disease (STD) utilizing appropriate protocols and guidelines
- Provide competent efficient nursing care by providing monitoring HIV progression with emphasis on the viral load and development of AIDS.
- Provide Family Planning (FP) services and condoms and lubricants to clients
- Provide health education on HIV/STDs and other communicable diseases to HIV clients and the key populations at the 4 sites.
- Provides information to clients, regarding infection and instructions medication administration
- Responsible of the ARVs and other HIV commodities stock level, ordering and submitting monthly commodity consumption report.
- Track families of the index clients for counselling and testing.
- Uses test results and clinical assessment to determine type and stage of STD and administer appropriate treatment allowed under protocol
- Promote prevention of sexual exploitation and abuse
- Performs all other related duties involved in the operation of the DIC as assigned or required



Qualifications and skills

- Certificate /Diploma in Nursing from a recognized health institution.
- At least two years of work experience working for a recognized health facility.
- Ability to communicate in English, Local Arabic and local language is an advantage.
- Good interpretation skills and ability to uphold patient confidentiality.
- A minimum of 2 years of mid to senior level experience in designing, implementing, and evaluating or managing large, complex facility and/or community based HIV/AIDS projects for developing countries.
- Expertise in developing and implementing HIV/AIDS programs, especially those related to VCT, prevention and care interventions, and referral and supervision systems
- Previous experience on donor-supported programs, with significant knowledge of the South Sudan health sector at all levels of the system.
- Experience with the Key populations (Female Sex Workers) is highly desirable and preferred.
- Strong communication, negotiation, and presentation skills
- Proven leadership and supervisory experience in leading teams to successful outcomes
- Good knowledge of fundamental concepts, practices and procedures of field of nursing specialty.
- Ability to make professional nursing decisions and operate autonomously under written protocol

Due to the urgency to fill this position, applications will be reviewed on rolling basis, and only shortlisted candidates will be contacted.

Further information and how to apply

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