

# Actions for Development Programmes - Mbozi

(ADP-MBOZI)



## **ADVERTISEMENT FOR THE POST UNDER KIZAZI KIPYA (USAID) NEW GENERATION PROGRAM.**

ADP-Mbozi is a registered national NGO on 10<sup>th</sup> October 2005 under section 11(3) Act No. 24 of 2002. Originally registered under the Trustees Incorporation Ordinance Cap. 375 on 29th November 1995 with registration number 1639. Since then, the Organization has grown in terms of interventions and coverage.

Currently the ADP Mbozi aims to be a leader in facilitating socio-economic empowerment of marginalized rural and urban communities in Southern Highlands of Tanzania through community empowerment on HIV prevention, impact mitigation, gender and good governance; promotion of improved agriculture production and food utilization, entrepreneurship and market development, addressing challenges of environment.

This is a result-oriented organization that offers its employees opportunities and experiences that are both interesting and challenging.

The headquarter of the organization is located in Vwawa town the headquarter of Songwe Region, about 70 km from Mbeya city and long the Dar es Salaam –Lusaka highway.

The organization in collaboration with Pact is implementing USAID Kizazi Kipya project in Tunduma Town council.

The project is the USAID funded project that aims to enable one million Tanzanian orphans and vulnerable children (OVC) and young people affected by HIV utilizing age-appropriate HIV/AIDS-related and other services for improved care, health, nutrition, education, protection, livelihoods, and psycho-social well-being.

In order to achieve the intended objectives of USAID Kizazi Kipya project, the organization seek a dedicated and keen person to undertake the following post:

### **Health and HIV Services Officer- 1 position**

#### **Roles &Responsibilities:**

- Represent the organization and coordinate with the Council health Management Team regarding HIV and health related activities.
- Hold monthly coordination meetings with Care & Treatment Centers (CTC) in implementation area to support shared confidentiality, facilitate case conferencing, improve the bi-directional referral system, and ensure HIV positive beneficiaries receive needed services.
- Support Community Case Workers (CCWs) to work with high pediatric volume CTCs to trace HIV positive OVC who miss appointments, enroll them into Kizazi Kipya project, and link them back to CTCs.
- Support CCWs to conduct HIV risk assessments for OVC during case management; refer and link at risk OVC to HIV Testing and Counseling (HTC).
- Support CCWs to strengthen the capacity of caregivers to support HIV positive OVC and ensure CCWs refer HIV positive OVCa and caregivers to PLHIV support groups.
- Ensure screening of caregivers for depression and link them to appropriate services.
- Support the establishment of a bi-directional referral system to monitor beneficiaries through the HIV continuum of care as well as service completion for other health and social services.
- Monitor implementation, bottlenecks, and performance metrics of the bi-directional referral system; proactively offer solution, conduct quality improvement activates, and implements adjustments to improve referral outcomes.
- Coordinate quarterly district level quality improvement meetings with relevant bi-directional referral system stakeholders; ensure actions from the meetings are implemented and the bi-directional referral system is improved.
- Work with the M&E officer to ensure all bi-directional referral data are accurate and produced weekly; use data for decision-making.
- Support CCWs to conduct nutrition activities, including nutrition assessments, counseling, and linkage to other nutrition service providers.

- Provide continuous supportive supervision to CCWAs to ensure provision of health-related services and referrals and linkages to beneficiaries.
- Submit timely updates to the Program Coordinator for inclusion in the quarterly, semi-annual, and annual reports.
- Document lessons learned and best practices for experience sharing and replication.
- Perform any other relevant duties as assigned by the Project Coordinator.

**Qualification Requirements:**

Degree in Social Science, Public Health, Community Development, Sociology, and at least 2 years experienced in relevant field /Donor funded project targeting OVCs.

**How to apply:**

Interested applicants should send their application letter, CV and Academic transcripts to:

Executive Director, ADP-Mbozi, P.O.BOX 204 Mbozi Email: [adpmbozi@yahoo.com](mailto:adpmbozi@yahoo.com)

**Deadline Application 15/04/2021 before close of office business. 15.30 hours**