



Elizabeth Glaser Pediatric AIDS Foundation (EGPAF)

VACANCY ANNOUNCEMENT

Job Title: Associate Project Director/HIV Care and Treatment Advisor

Job openings: 02

Locations: 01 for Littoral region and 01 for Centre region

Reports to: U.S Based DELTA Project Director and the EGPAF Cameroon Technical Director

Contract Duration: One year with possibility of extension

Terms: These positions are opened to qualified Cameroonians and non-Cameroonians.

Possible start date: Immediate/April 1st, 2018

The Elizabeth Glaser Pediatric AIDS Foundation is a global leader in the fight against pediatric HIV and AIDS, working in 19 countries and at over 5,500 sites around the world to prevent the transmission of HIV to children, and to help those already infected. Today, because of the highly successful work of the Foundation and its partners, pediatric AIDS has been virtually eliminated in the United States. With a growing global staff of over 1,000—nine of 10 who work in the field—the Foundation's global mission is to implement HIV prevention, care, and treatment programs; further advance innovative research; and to execute strategic and targeted global advocacy activities to bring dramatic change to the lives of millions of women, children, and families worldwide. For more information, please, visit our page: www.pedaids.org.

EGPAF works in partnership with the Ministry of Health NACC and the Regional and District Health Teams to support HIV Prevention, Care and Treatment and health systems strengthening services. EGPAF is mainly funded by PEPFAR through the Centers for Disease Control and Prevention (CDC) and the United States Agency for International Development (USAID).

Purpose of the Job

The Elizabeth Glaser Pediatric AIDS Foundation is seeking to recruit two Associate Project Directors/HIV Care and Treatment Advisors to be based in the Littoral and Centre regions respectively. The Associate Project Director/HIV Care and Treatment Advisor will contribute to the DELTA Project goal by coordinating, directing and providing oversight for activities intended to increase the capacity of supported health facilities to provide comprehensive and quality HIV care and treatment services.

Key Responsibilities:

- With the DELTA Project Director, set program direction and approaches
- Lead and direct technical capacity building activities for provision of evidence-based and quality HIV/AIDS care and treatment services.



- Oversee the work of the technical staff and ensure that the work of each technical area is coordinated at all levels.
- Collaborate with monitoring and evaluation staff to monitor and evaluate contribution of trainings, support supervision and mentorship activities to service delivery outcomes.
- Provide support to project personnel to technically enable them to provide high-quality prevention, care, and treatment technical assistance and mentorship support to MOH staff.
- Take lead in various care and treatment proposal development processes.
- Develop a detailed implementation and activity program plan, including program targets.
- Ensure all other care and treatment components including M&E, laboratory, community linkage, pharmacy, QI, trainings, are all linked and implemented according to the plan.
- Prepare quarterly, semi-annual and annual narrative progress reports.
- Provide high level technical advice to program officers in supervising and monitoring implementation of sub grantees planned activities.
- Perform site visits and technical program reviews.
- Ensure dissemination and distribution of care and treatment job aides, including guidelines, SOPs, and other related documents.
- Participate in identifying program training needs and provide appropriate recommendations.
- Participate in relevant meetings with the Ministry of Health and as well as with donors

SKILLS AND COMPETENCE:

Required Qualifications:

- Medical Doctor with at least 8 years of continuous program implementation experience, 4 of which must be at senior level managing HIV/AIDS programs.
- MPH or a master's Degree in a related field will be an added advantage.
- Experience leading and managing a complex and integrated HIV project will be a distinct advantage.

Required Knowledge, Skills and Abilities:

- Experience in establishing and sustaining working relationships with the Ministries of Health, Health Management teams other implementing partners at senior level.
- Significant and up to date knowledge of the current ART, PMTCT, TB/HIV, HTC guidelines, standards, tools and best practices.
- Experience in HIV/AIDS care and treatment program implementation with demonstrated expertise in initiating care and treatment services in a public, faith based or private health facilities.
- Demonstrated experience in organizing and facilitating HIV /AIDS prevention, care and treatment interventions.



- Knowledge of PEPFAR Program and MOH/NACC reporting requirements including familiarity with the data collection and reporting tools used by MOH
- Experience in mentoring HIV project teams in program management of HIV continuum of care services and the Adult, Peds/Adolescent, TBHIV and PMTCT clinical cascades
- Ability to work with limited supervision.
- Excellent communication, interpersonal, report writing and analytical skills.
- Dedicated visionary and strategic leader with ability and experience to work in a multidisciplinary, multi-cultural team
- Required languages: Fluency in spoken and written English and working knowledge of French

How to apply

Qualified candidates should submit a CV and cover letter indicating the town for which they are applying through the following link.

chj.tbe.taleo.net/chj05/ats/careers/searchResults.jsp?org=PEDAIDS&cws=1

Applications will be considered on or before 22nd March 2018, 5:00 PM Cameroon time.

Please note that only short-listed applicants meeting the above requirements will be contacted.