

Position Title:	QI Officer (1 position)
Reports to:	Regional Manager
Employment Type:	Full-time
Job Location:	Mwanza
Travel:	Up to 70% in intervention districts outside of job location

Overall Job Function:

The Quality Improvement (QI) Officer supports capacity building and mentoring on quality assurance (QA) and continuous quality improvement (CQI) to regional and council health management teams and health facilities in institutionalizing quality improvement approaches and national QI framework. Working closely with team members from other technical areas such as HIV/AIDS prevention, care and treatment, TB/HIV, laboratory services, and VMMC services, the incumbent will work towards coordinated and efficient efforts in designing, implementing, monitoring the quality improvement activities. The QI officer will ensure all health facilities have active QI teams and are implementing CQI activities using national guidelines for both facility and community-based activities.

Specific Responsibilities and Duties:

- Develop, implement, and monitor QI regional work plans under direct support of regional manager and technical support from the Technical Advisor – QI & Capacity Building.
- Collaborate with MOH in building the capacity of regional and district health management teams and health care workers in quality improvement for HIV/AIDS and TB care and treatment, PMTCT, VMMC, PrEP and DREAMS activities
- Build the capacity of all technical staff to integrate QI principles into their work and across all supported indicators
- Work with facility and community coordinator to apply QI principles in routine supportive supervision; carry out regular performance measurements at sites; analyze QI data; provide QI feedback to site staff, CHMT and RHMT; and attend QI meetings at site level
- Provides direct technical assistance and mentoring to health facilities for continuous quality improvement, models for change and systems improvement
- Support health facilities on proper use of QI tools such as flow charts, fishbone, driver diagrams and decision matrix analysis for system and processes -wide improvement
- Oversee site level training and efforts to build site capacity to implement quality improvement activities, working in collaboration with QI TOTs to appropriately train ICAP staff in collaboration with training coordinator.
- Lead efforts to conduct site specific assessments of quality improvement capacity, monitor district and health facilities QI activities
- Oversee data collection and feedback activities related to quality improvement efforts.
- Ensure regular quality improvement meetings take place at site-level with the site support officers responsible for attendance
- Perform any other duties as assigned by the supervisor

Qualifications, Knowledge, and Skills:

- **Required Education:** Master's degree or higher in the following fields: Public Health, Epidemiology, Biostatistics, or related discipline.

- **Preferred:** Additional medical degree (MD, MBBS, or equivalent)
- **Required Technical Experience:** Minimum 3 years of proven experience in design and implementation of quality improvement activities in HIV care and treatment programs, including support to R/CHMTs and health facilities through donor- funded organizations.
 - **Preferred:** Familiarity with PEPFAR-funded HIV programs
- Excellent written and verbal communication skills with fluency in English required.
- Strong computer skills (MS Excel, Access, Word, and PowerPoint at minimum; preferred proficiency with statistical Software such as SAS and SPSS).
- Ability to provide high quality technical assistance to regional offices.
- Ability to lead and work with a diverse team.
- Ability to work independently with minimal supervision and strong problem-solving skills.
- Flexibility to work after normal working hours and on weekends with significant travel outside of duty station.
- Familiarity with Tanzanian context; fluency in Kiswahili required.
- Strong communication and project management skills as well as program implementation, data summary and presentation skills