



Position Title:	<u>Technical Officer – KVP (1 position)</u>
Reports to:	Technical Advisor – Prevention and HTS
Employment Type:	Full-time
Job Location:	Dar es Salaam
Travel:	Up to 40% in intervention districts outside of job location

Overall Job Function:

The Technical Officer – KVP is a member of the central technical team responsible for providing technical assistance on HIV prevention services for KVP as defined in the national health guidelines. Under the supervision of the Technical Advisor – Prevention & HTS, s/he provides technical assistance to regional staff ensuring effective implementation of HIV prevention interventions tailored to populations at increased risk of acquiring HIV in community and facility settings. S/he also collaborates with CSOs and other relevant stakeholders to ensure services are client-centered and tailored to the needs of targeted populations and adhere to national guidelines.

Specific Responsibilities and Duties:

- Ensure compliance with national and international standards and best practices for program implementation and that all programs are implemented in accordance with national guidelines and policy, protocols, SOPs, good clinical practice, and ethical/regulatory requirements.
- Provide guidance, implementation, and monitoring to ensure that designed interventions in both community and facility settings are appropriately tailored to targeted populations at increased risk of acquiring HIV and achieve programmatic goals in line with ICAP, donor, and government priorities.
- Contribute to planning, development, and implementation of strategies to improve comprehensive HIV service delivery to targeted populations in both community and facility settings by coordinating with relevant stakeholders and providing technical assistance to regional teams.
- Support timely implementation of all major program activities for HIV prevention for targeted populations according to the objectives and deliverables, conducting relevant site visits, supporting regional team activities, and developing reports on program progress and achievements.
- Support regional teams and partners to develop work plans and strategies relevant to HIV prevention for targeted populations in both community and facility settings to achieve 100% of the annual targets and other related indicators relevant to the portfolio and closely monitor the implementation of work plans.
- Assist with the development of monthly, quarterly and annual reports and slide-decks to the donor and various stakeholders.
- Assist with the documentation of program success stories and lessons learned in the relevant technical areas for dissemination as appropriate.
- Conduct frequent supervision and monitoring visits to program sites and regions
- Participate in national technical working group meetings relevant to the technical area.



- Liaise with SI team to translate data outcomes into program improvement strategies, and to provide data analysis support to frequently monitor the effectiveness of interventions.
- Perform any other tasks assigned by the supervisor.

Qualifications, Knowledge, and Skills:

- **Required Education:** Master's degree or higher in the following fields: Public Health, Epidemiology, Biostatistics, Social Work, or related discipline.
- **Required Technical Experience:** Minimum 3 years' work experience in HIV prevention programs, including demonstrated experience working with populations at increased risk of acquiring HIV and multisectoral stakeholders.
- Excellent written and verbal communication skills with fluency in English and Kiswahili 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 team.
- Ability to collaborate with a diverse team and interact well with all beneficiaries, health care workers, and volunteers by facilitating a non-judgmental, non-discriminatory, and non-stigmatizing environment in the program, and to welcome all clients regardless of their background
- Ability to work independently with minimal supervision
Flexibility to work after normal working hours and on weekends with significant travel outside of duty station

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