



TECHNICAL OFFICER – HIV PrEP

POSITION SUMMARY: The Technical Officer, HIV PrEP will be responsible for ensuring the smooth integration of HIV PrEP services within the FIKIA programs. In collaboration with program and strategic information (SI) colleagues, he/she will support HIV PrEP service delivery strategies to targeted populations, as well as plan for improvement strategies based on current scientific evidence, so as to ensure quality performance of the project.

MAJOR ACCOUNTABILITIES

- Coordinate HIV PrEP activities in all FIKIA implementing regions, ensuring the smooth integration and efficiency of all PrEP activities in community outreach services.
- Provide mentorship and capacity building to field teams on implementation and documentation of PrEP services.
- In collaboration with SI team, follow up on and monitor PrEP retention, ensuring accurate documentation of clients on PrEP, risk assessment and adherence.
- In collaboration with ICAP field teams, government health care providers and local government authorities, identify PrEP service delivery challenges that hinder access to and continuation of PrEP serviced for targeted populations.
- Lead the preparation of annual, quarterly and monthly project reports, presentations and other PrEP related requests.
- Track and monitor PrEP supplies ensuring that field teams accurately project monthly needs and document of consumption.
- Coordinate PrEP related sample collection, ensuring service agreements with testing labs, modalities for sample collection and transfer and follow up of laboratory results for PrEP beneficiaries are conducted in a timely manner.
- To collaborate with other PrEP stakeholders, especially Ministry of Health, in order to ensure that all PrEP activities conform to national guidelines and regulations.
- To ensure PrEP results are in line with annual targets and that all results obtained and are meaningful and can be used for decision making at the program level.
- Assist the programs team to strategize and support regions in the implementation of innovative approaches for refill strategies
- Provide assistance with the planning, implementation and monitoring of the designed linkage and retention strategies to achieve programmatic targets while ensuring services provision follow National Guidelines and standards
- Work closely with the technical team in setting scale up, PrEP priorities and implementation.
- Attend weekly PrEP calls and other related calls as may be required
- Support any other duties as requested by your direct supervisor

Required Qualifications, Knowledge and Skills:

- Required: Clinical/Health Sciences Degree from a recognized academic institution. Preferred: Additional Masters level degree or higher in related discipline such as Public Health.



- Required: Minimum 3 years working experience in programs, HIV care and health for a donor-funded organization. Preferred: experience with community-based and/or key and vulnerable population focused HIV program
- Required: Minimum 2 years' experience directly supervising/managing multidisciplinary teams of at least 10 staff, with demonstrated skills in leading teams of public health professionals
- Required: Familiarity with PEPFAR/donor-funded projects. Preferred: experience with CDC funded projects.
- Excellent communication skills, including writing and presentation skills. Fluent in both Kiswahili and English.
- Strong computer skills (MS Excel, Access, Word, and Powerpoint at minimum.
- Strong ability to liaise with external stakeholders and government officials.
- Experience in developing and executing work plans, budgets, reports, etc.
- Flexible to work after normal working hours and weekends at various community locations
- Ability to interact well with all targeted groups and peer volunteers by facilitating a nonjudgmental, nondiscriminatory, and non-stigmatizing environment in the program, to welcome all beneficiaries regardless of their background