



Position Title:	<u>Director of Clinical Services (1 position)</u>
Reports to:	Deputy Country Director of Programs
Supervises:	Technical Advisor – Care & Treatment; Technical Advisor – Laboratory Services; Technical Advisor – QI & Capacity Building
Job Location:	Dar es Salaam
Employment Type:	Full-time
Travel:	Up to 30% in intervention districts outside of job location

Overall Job Function:

The Director of Clinical Services (DCS) provides project management and technical expertise to guide the HIV care & treatment and clinical portfolio at ICAP in Tanzania. The DCS oversees a team of qualified technical experts at the central level to lead all clinical service activities in both facility and community settings. The DCS also provides technical support to various stakeholders such as donor agencies, Ministry of Health (MOH), and other local partners.

Specific Responsibilities and Duties:

- Lead a multidisciplinary team of technical experts and provide support to regional team in the planning, development, and implementation of the assigned portfolio which includes: care and treatment services (ART initiation, adherence/retention, viral load, TB, PMTCT, EID, lab, and CECAP) for people living with HIV (PLHIV) including those who are key and vulnerable populations (KVP), adolescent girls and young women (AGYW), and general population to provide appropriate evidence-based care & treatment/clinical services in facility and community settings.
- Oversee all aspects of project planning and implementation for the assigned portfolio, ensuring activities are of the highest quality and consistent with national and international guidelines.
- Supervise and coordinate the central technical supervisees to provide technical assistance to the regional team engaged in the assigned portfolio.
- Serve as technical link with and liaison to CDC, MOH, and other collaborating local partners to generate work plans, budgets, training programs, and evaluation plans for the assigned portfolio.
- Lead technical aspects of capacity building and mentoring activities to the MOH and other key stakeholders for the assigned portfolio.
- Collaborate with the SI Director in increasing the real-time data use for program improvement and decision making.
- Collaborate with the Director of Prevention Services to ensure continuity of care and effective linkages between interrelated services.
- Participate in monthly and quarterly project planning and evaluation meetings with corresponding CDC staff and local partners, as appropriate.

- Collaborate and lead the generation and presentation of project reports, publications, and presentations as relevant to the portfolio

Qualifications, Knowledge, and Skills:

- **Required Education:** Medical degree (MD, MBBS, or equivalent)
 - **Preferred:** Additional Master's degree or higher in the following fields: Public Health, Epidemiology, Biostatistics, or related discipline.
- **Required Technical Experience:** Minimum 8 years' work experience in the HIV field with a donor-funded organization, including demonstrated experience and knowledge working with facility-based care and treatment programs. Must have experience with PEPFAR-funded HIV programs, preferably with CDC.
- **Required Managerial Experience:** Minimum 5 years' supervising a multidisciplinary team of at least ten staff and working in a team-based environment functioning as part of a technical assistance team.
- 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 preferred