



## **Job Description**

**Job Title:** Regional Case Identification and Key Population Services Advisor  
**Duty Station:** Bahir Dar-Ethiopia  
**Line Manager:** Regional Director

### **Position Summary**

Under the guidance of the regional director, the Regional Case Identification and Key Population Services Advisor supports the design and implementation of: HIV case finding, partner notification, post-exposure prophylaxis, key population services, care & treatment, adherence to retention in care, lab support, M&E and quality improvement activities in maintained regions..

### **Main duties and responsibilities**

- Develop regional detail operational plan on ICT/PNS service activities are in place at all selected HF's
- Ensure the RHBs selected HF's orient/train all service providers on ICT provision for optimal engagement of PS providers and other staff Provide TA to regional TWG and participate on RTWG meeting Provide TA to RHBs selected facilities hospital based mentors to be oriented/trained on ICT provision Support RHBs selected HF's on coaching and mentorship of ICT implementation on monthly bases Support RHBs selected HF's to ensure all ICT related SOPs, registers and provider support tools
- Provide orientation on tools for regional, Town/Sub City and selected health facilities staffs
- Support RHBs health facilities to ensure linkage all identified HIV positives through ICT/PNS to ART.
- Support RHBs selected HF's to monitor ICT implementation through performance review meetings on weekly and monthly bases to achieve their set target.
- Support RHBs all HF's to ensure line list/update all index case currently on ART their spousal and non-spousal partners, eligible children and parents of index child with HIV for HIV testing
- Support RHBs selected health facilities to review ICT implementation through regional, town and facility level regular review meetings on monthly basis
- Identify best practices, share and document
- Ensure supportive supervision to selected regional HF's is conducted and feedback provided regularly at the HF's.
- Develop regional detail operational plan on KP-FCS activities
- Support RHBs selected KP-FCS PHF's on coaching and mentorship of KP friendly service implementation on monthly bases
- Providing orientation/training for peer Navigator and HCPs on KP-FCS
- Provide TA to regional TWG and participate on RTWG meeting
- Support and/or provide TA to RHBs staffs for DICs smooth transition plan implementation

- Provide and ensure SOPs and Job aid to all selected KP-FCS PHF's in place at all level
- Provide orientation on KP-FCS tools for selected KP sites HCPs
- Ensure supportive supervision to selected KP-FCS PHF's is conducted and feedback provided regularly at the HF's.
- Ensure all KP-FCS commodities effectively utilized at all RHBs KP-FCS selected sites
- Support RHBs selected KP-FCS PHF's to identify gaps in KP implementation and ensure performance on monthly basis improvement plan developed and implemented
- Support RHBs selected HF's to identify gaps in ICT implementation and ensure performance improvement plan developed and implemented on monthly basis
- Support RHBs selected KP-FCS public health facilities to review KP implementation through regional, town and facility level regular review meetings on monthly basis
- Identify best practices at community and facility level, share and document

**Required qualifications and experience:**

- Physician or HO with MPH and minimum of 4 years' experience involved in care and treatment of HIV/AIDS clients.
- Experience in HIV program technical coordination
- Experience in teaching, mentoring, organizing and conducting training.
- Experience in development of national documents related to HIV/AIDS Programs
- Excellent interpersonal and coordination skills
- Proficiency in written and spoken English
- Computer skills (MS Office and statistical packages)
- The incumbent may be requested to spend 75% of the time on a travel