



Position Title: COVID-19 Vaccination Assistant (multiple positions)

Employment type: Specific task

Reports to: COVID-19 Vaccination District lead

Job Location: Within the assigned intervention district

Overall Job Function:

Specific Task COVID-19 Vaccination Assistant will be responsible for supporting scale up of COVID-19 vaccination services in in Mwanza region. Under the technical supervision of the surveillance and public health preparedness officer, s/he will provide daily support to health care workers (HCWs) on delivery of COVID-19 vaccination services in both HFs and community settings. S/he will support the facility led COVID-19 vaccination community outreach events and participate in vaccination campaigns to increase vaccine uptake and COVID-19 risk mitigation in collaboration with community leaders and volunteers.

Specific Responsibilities and Duties:

- Work with health facilities and community leaders to develop and rollout micro-plans for accelerating COVID-19 vaccination uptake
- Support health facilities to establish temporary fixed vaccination sites at the community level
- Provide daily support to health care workers (HCWs) on delivery of COVID-19 vaccination services in both HFs and community settings
- Ensure proper documentation in registers while the vaccination services are on going
- Participate in the development, implement, and monitor district and health facility level plans for COVID-19 vaccination
- Participate in the COVID-19 vaccination data review meeting with CHMTs and support the utilization of available data by healthcare workers and support staff to scale up vaccination efforts
- Manage timely implementation of the COVID -19 vaccination activities according to the objectives and deliverables, conducting relevant site visits, supporting district team
- Perform any other duties as assigned by supervisor.



Qualifications, Knowledge and Skills:

- **Required Education:** Diploma or higher in nursing, laboratory, medicines, epidemiology, or related field
- **Required Technical Experience:** Minimum 1 year of demonstrated experience in donor funded projects or large-scale immunization and vaccine 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, Epi info or SPSS).
- Ability to work with a diverse field 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.