

JOB TITLE: CQUIN Project Regional Clinical and Quality Management Advisor

LOCATION: TBD Africa

REPORTS TO: CQUIN Deputy Director/Technical

BACKGROUND:

ICAP at Columbia University (ICAP) leads the 21-country *Coverage, Quality, and Impact* (CQUIN) learning network, funded by the Bill & Melinda Gates Foundation. CQUIN aims to foster the expansion of HIV differentiated service delivery (DSD) in Africa via country-to-country learning and provision of technical assistance to Ministries of Health and other partners engaged in the design, implementation, and evaluation of innovative, high-impact HIV testing and treatment programs.

Working closely with the CQUIN Project Director and the Deputy Director/Technical, the Regional Clinical Advisor will provide technical support to CQUIN network activities, including promotion of uptake of DSD policies and tools; supporting ICAP's technical assistance in a wide range of domains related to DSD; and helping to convene meetings, workshops, and Country-to-Country (C2C) exchange visits. S/he will also lead CQUIN's Quality Management portfolio, convening the Quality Management Community of Practice, supporting development of DSD-relevant quality standards and indicators, and facilitating of quality assurance (QA) and quality improvement (QI) projects, tools, and resources within the network.

This position is grant funded.

Cross cutting and Clinical Liaison activities within the CQUIN Project

- Reporting to the Deputy Director/Technical, provide technical and programmatic assistance for CQUIN implementation, including but not limited to support for: country needs assessments, situational analyses, stakeholder scans, C2C exchange, and documentation of innovations.
- Support effective project management, including development, implementation of work plans, reports, meeting/call notes, and project performance monitoring.
- Support the design, implementation and evaluation of workshops and meetings, including: developing concept notes, agendas, panels, and presentations; reviewing country presentations; preparing participants; collecting and analyzing evaluation data; developing reports
- Support countries to develop action plans following CQUIN meetings/workshops, follow-up on meeting/workshop action plan implementation progress and update tracking grid and other documentation as necessary
- Support online meetings, including webinars, community of practice meetings, and virtual C2C exchanges, by developing agendas, preparing participants, hosting/moderating discussions, and supporting documentation as needed.
- Plan and lead C2C learning visits with participants from assigned CQUIN network countries, including support for post visit action plan development and tracking of action plan implementation progress.
- Lead the CQUIN quality management technical assistance support to work countries.
- Identify quality management needs of CQUIN network countries based on their capability maturity models, DSD Performance Reviews, and requests for training and technical assistance, and work with country liaisons to provide support as needed.
- Other related duties as required.

Communities of practice

- Lead the CQUIN Quality Management for DSD (QMD) community of practice (COP), including developing goals, objectives and workplans aligned with CQUIN's Results Tracker deliverables and annual budgets.
- Plan, organize, and document COP-related activities, including meetings, webinars, and sessions at CQUIN multi-country meetings.

- Promote and facilitate exchange of QMD best practices, joint learning, and co-creation of resources and tools.
- Lead expansion of CQUIN's QM work into new domains as needed, such as advanced HIV disease, integration, HIV testing services, PMTCT, and pediatrics.
- Provide QM-related capacity building and TA to country teams to enhance the maturity of national QM systems and improve performance on the quality domain of CQUIN's capability maturity models.
- Work with other COPs to co-create additional tools as needed and orient COP members and DSD coordinators to these tools and related resources.
- Other related duties as required.

MINIMUM REQUIREMENTS:

EDUCATION

- Advanced degree in medicine, nursing or public health

EXPERIENCE, SKILLS, AND MINIMUM REQUIRED QUALIFICATIONS

- Minimum seven (7) years of progressive responsibility in the design and implementation of HIV programs in PEPFAR-supported countries in Africa
- Training and experience in quality management including supporting teams to design and implement quality standards and indicators, quality assurance, and quality improvement
- Experience designing, implementing and/or evaluating differentiated service delivery initiatives
- Expertise in HIV policy development, strategic planning, and technical assistance
- Proven record of successful collaboration on HIV programs with Ministries of Health, donors, implementing partners and civil society organizations
- Demonstrated project management skills and experience writing program reports
- Fluency in English
- Proficiency with Microsoft Office suite, including Word, Excel, and PowerPoint
- Proficiency with Zoom, including scheduling and hosting meetings
- Fluency in French and/or Portuguese is not required, but would be a plus
- Proficiency with SurveyCTO, AirTable, and/or PowerBi is not required but would be a plus

TRAVEL REQUIREMENTS

- Frequent international travel is expected.