



**Position:** PMTCT/Pediatrics services Intern

**Reports to:** PMTCT/Pediatrics/CECAP Officer

**Position Type:** Internship

**Duration:** Three months

**Duty Station:** Mwanza

**Position Summary:**

The PMTCT/Pediatric HIV Intern supports the implementation of the FIKIA+ Project, aimed at accelerating, expanding, and improving the quality of HIV prevention, care, and treatment to meet UNAIDS 95-95-95 targets in intervention districts. The intern will work closely with an experienced officer to support the implementation of key PMTCT/pediatric HIV interventions, including capacity building of healthcare workers, planning and implementation of PMTCT/pediatric HIV identification strategies, and strengthening PMTCT/pediatric HIV care services. This internship provides an excellent opportunity for individuals seeking practical experience in supporting comprehensive HIV programs that address a wide range of interventions to reduce HIV burden in the Mwanza region.

**Duties and Responsibilities:**

- Assist with capacity building of healthcare workers working in the supported facilities to provide quality PMTCT/pediatric HIV services.
- Assist the health facilities in planning initiation and implementation of PMTCT/pediatric HIV identification through different modalities.
- Support the PMTCT/pediatric unit in the implementation of key initiatives to address key program, donor and national priorities including PMTCT/pediatric identification through OPITC, index testing and accelerating children's treatment (ACT) - in line with national guidelines, and PMTCT/pediatrics HIV care.
- Support the PMTCT/pediatric team in addressing capacity building needs in the provision of services through mentorship, on-job training, CQI and other approaches in collaboration with DACC, DRCHCo and CTC/RCH-In charges.



- Support the PMTCT/Pediatric unit in organizing, planning, and conducting trainings, meetings, supportive supervision and mentorships.
- Ensure services guidelines and protocols, SOPs and job aides are available, appropriately and consistently used by the healthcare providers at the facility level.
- Support mentors, healthcare providers to compile comprehensive reports in DHIS, CTC and other government reporting tools.
- Support timely collection and submission of PMTCT/Pediatric data - as well as support strengthening of the related M&E systems - in collaboration with the M&E team.
- Support the PMTCT/Pediatric officer in writing technical program documents including reports, best practices, lessons learned and other relevant documents.
- Support district and regional project staff on all PMTCT/Pediatric indicators, addressing issues and performing other relevant duties as assigned by leaders.
- Perform any other duties assigned by the supervisors.

**Required Competencies and Qualifications:**

- Degree or Advanced diploma in Medicine, Nursing, or related field with relevant national registration.
- Good communication skills both written and verbal.
- Able to write reports, best practices and lessons learned.
- Excellent command of Swahili and English languages, in written and oral communication.
- Experience in basic computer applications such as MS Word, Excel, Power point and internet.
- Ability to work under pressure and stringent deadlines.
- Interest in and commitment to the field of public health.

**ICAP Employment Application Portal:** <https://icapacity.icap.columbia.edu/en-us/listing>



**Position:** Adult HIV Care and Treatment Services –Intern.

**Reports to:** Adult Care & Treatment and TBHIV Officer

**Position Type:** Internship

**Duration:** Three months

**Duty Station:** Mwanza

**Position Summary:**

This intern position supports the implementation of comprehensive HIV care and treatment interventions in Mwanza region, Tanzania. The intern will help to ensure quality HIV care across the HIV continuum of care at the Care and Treatment Centers (CTCs). The intern will work closely with ICAP site supporting staff and healthcare workers (HCWs) to provide mentorship and supervision to PLHIV clients during their routine visits, ensure proper documentation of CTC2 cards and relevant M&E tools as per national guidelines, monitor and support client pre-clinic preparation and implementation of exit desk models, and ensure that clients adhere to their appointments and are attached to the right differentiated service delivery (DSD) models. This internship provides an excellent opportunity for individuals seeking practical experience in supporting comprehensive HIV programs that address a wide range of interventions to reduce HIV burden in the Mwanza region.

**Duties and Responsibilities:**

- Support quality HIV care across the HIV continuum of care at the CTCs.
- Assist with mentorship and supervision to HCWs overseeing PLHIV clients during their routine visits.
- Ensure proper documentation of CTC2 cards and relevant M&E tools as per national guidelines.
- Assist with client pre-clinic preparation and implementation of exit desk models.
- Ensure that clients adhere to their appointments and are attached to the right DSDM services.
- Support HVL monitoring to all eligible clients attending CTC.
- Ensure all eligible clients are taken HVL samples and results are properly documented.
- Support the documentation of all clients with high viral load.



- Support proper client clinical management by screening for TB, receiving ART regimen as per national guidelines, and critical review by facility multidisciplinary team before any change in current treatment.
- Support facility MDT roles on third line transition.
- Assist with implementation and documentation of advanced HIV diseases.
- Support facility and community client-centered differentiated service delivery to improve client retention to care and treatment.
- Develop district-tailored success stories or lessons learned on adult care and treatment services at least once per quarter.
- Assist with documentation of all services into the CTC database.
- Collaborate with all ICAP staff, regional, and district teams on all other necessary work that may arise.
- Perform any other duties assigned by the supervisors.

**Required Competencies and Qualifications:**

- Medical degree from any reputable academic institution.
- Interest in HIV care and treatment.
- 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).
- 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 non-judgmental, non-discriminatory, and non-stigmatizing environment in the program, to welcome all beneficiaries regardless of their background.

**ICAP Employment Application Portal:** <https://icapacity.icap.columbia.edu/en-us/listing>



**Position:** Monitoring and Evaluation Intern

**Reports to:** Strategic Information Officer

**Position Type:** Internship

**Duration:** Three months

**Duty Station:** Mwanza

**Position Summary:**

The Monitoring and Evaluation (M&E) Intern will work closely with the Data Quality Advisor to support the FIKIA+ Project in proper documentation of program reporting tools, data management, and reporting. The M&E Intern will focus on improving program services documentation, data quality, and integrity as well as support data collection and reporting for MER and non-MER indicators. The intern will visit ICAP supported health facilities to identify documentation challenges, collaborate with programmatic staff to support healthcare workers and data officers and ensure timely data entry into the CTC 2 database, DHIS 2, and other government reporting systems. The intern will also participate in monthly and quarterly data collection, quality checks, and assessments. This internship provides an excellent opportunity for individuals seeking practical experience in supporting comprehensive HIV programs that address a wide range of interventions to reduce HIV burden in the Mwanza region.

**Duties and Responsibilities:**

- Work with programmatic staff to identify facility and community documentation challenges through spot checks, cross-verification, and triangulation.
- Plan and implement remediation strategies to identify documentation challenges.
- Assist with mentorship to healthcare workers and data officers to ensure proper documentation and data consistency across sources.
- Participate in monthly and quarterly data collection and assist the SI team in data quality checks within the ICAP DHIS 2.
- Participate in quarterly data quality assessments.
- Assist with training facility staff, healthcare workers, and volunteers on program data collection tools, including reporting and database.
- Assist with the development of data analysis presentations and progress tracking of program data at the district levels.
- Maintain the security of data tools, including protecting the confidentiality of records and data.
- Perform any other duties as assigned by the supervisor.



**Required Competencies and Qualifications:**

- Degree or higher in records management/informatics/statistics/computer science or equivalent/public health.
- School-based or field-based exposure in data management or monitoring and evaluation
- Excellent computer skills, at minimum, with Microsoft Office package including Word, Excel, PowerPoint, and Access
- Ability to maintain confidentiality regarding clients' health status and sensitive information in data sources.
- Flexibility to work after normal working hours and weekends and travel extensively to remote areas, including islands.
- Fluent in English and Swahili for speaking, reading, and writing.
- Ability to interact well with all targeted groups and peer outreach workers by facilitating a non-judgmental, non-discriminatory, and non-stigmatizing environment in the program to welcome all key and vulnerable population beneficiaries regardless of their background.

**ICAP Employment Application Portal:** <https://icapacity.icap.columbia.edu/en-us/listing>



**Job Title:** Lab Services Intern

**Reports to:** Laboratory Officer

**Position Type:** Internship

**Duration:** Three months

**Duty Station:** Mwanza

**Position Summary:**

The Lab Services Intern will assist the laboratory team in achieving departmental and program objectives under the FIKIA+ Project, a comprehensive HIV prevention and care and treatment program supported by ICAP across health facilities and communities in Mwanza region. This is an excellent opportunity for laboratorians with limited experience in public health to gain experience in laboratory management, data collection, and quality management systems.

**Duties and Responsibilities:**

- Assist the laboratory team in daily activities, including sample and results process flow and quality management systems.
- Collaborate with the laboratory officer in data collection, spreadsheet creation, and analysis.
- Support the development of work plans, budgets, and implementation of specific lab activities in collaboration with the laboratory officer.
- Attend and participate in weekly laboratory planning meetings and virtual meetings with hub and high-volume site laboratory focal persons.
- Assist in preparing, reviewing, and submitting progress reports as required.
- Support capacity training for field teams to ensure staff possesses adequate knowledge and skills in laboratory services.
- Assist with communication and collaboration across vertical programs and supply chain stakeholders.
- Perform other duties as assigned by the supervisor.

**Required Competencies and Qualifications:**

- A laboratory course graduate from a recognized institution
- Basic understanding of HIV/AIDS prevention, care, treatment, adherence, and psychosocial support programs.
- **Desirable Skills:** Prior exposure or knowledge of Laboratory Information Systems (LIS) and sample referral systems is a plus.



- Ability to handle multiple tasks simultaneously and ensure accurate and timely completion.
- Strong communication skills in both Kiswahili and English.
- Proficient user of Microsoft Office Tools: Excel, PowerPoint, and Word.
- Willingness to work after regular working hours and weekends at various community locations.
- Demonstrated ability to interact well with diverse groups and create an inclusive, nonjudgmental, and non-stigmatizing environment.

**ICAP Employment Application Portal:** <https://icapacity.icap.columbia.edu/en-us/listing>