



SHDEPHA+

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VACANCY ANNOUNCEMENT

A. ORGANISATION BACKGROUND

SHDEPHA+ is a National Non-Governmental Organization, registered on 21 November 1994 with registration number SO 8216, and have received a new compliance registration number 00NGO/R1/00384 under the NGO act 2002. The organization aim to mobilize resources to help people living with HIV/AIDS and to fight the spread of the Disease. Although originally focusing on people living with HIV/AIDS, over the years SHDEPHA+ has expanded beyond HIV/AIDS and related issues to other development interventions and now covers both infected and affected by HIV/AIDS with over 10 branches countrywide.

SHDEPHA+ Head office is based in Kahama Municipal-Shinyanga Region with operations office across 9 Regions in Tanzania mainland the organisation has been working with both National and International Donors, Local and Central Government and other stakeholders toward the United Nations Sustainable Development Goals.

The Organization works with the Poor, Key and vulnerable Groups including Women, Children, Youth, People with special needs; and it gives special attention to the underserved and Marginalized populations such as People Living with HIV(PLHV).

SHDEPHA+ VISION: A democratic Community that is free of Poverty, Hunger, and Diseases and enjoys a good quality of education, standards of living, and social well-being.

SHDEPHA+ MISSION: SHDEPHA+ is committed to reducing income and non-income poverty, hunger, human suffering, diseases, and the impact and spread of HIV/AIDS by empowering marginalized and vulnerable people, most at-risk populations, and communities in general to achieve Community-based and sustainable human development.

GOAL: Using SHDEPHA+ core values and mission to work toward the Millennium Development Goals to improve the lives of marginalized and vulnerable groups, most at-risk populations, and communities in general.

B) VACANCY DETAILS

BACKGROUND

SHDEPHA+ has been awarded by PACT Tanzania to implement the USAID Adolescents and Children HIV Incidence Reduction, Empowerment, and Virus Elimination (ACHIEVE) Project in Shinyanga Region, Tanzania. The ACHIEVE project- is a five-years global effort to reach and sustain HIV epidemic control among pregnant and breastfeeding women, adolescents, infants, and children. The project is funded by the U.S. Agency for International Development (USAID) and implemented by a Pact led consortium of top

global HIV/AIDS partners, including Jhpiego, Palladium, No Means No Worldwide, and WI-HER. These core partners are supported by a network of global and local strategic resource partners. ACHIEVE focuses on priority PEPFAR countries across Africa and the Caribbean. The ACHIEVE consortium works with USAID Missions, national governments, and existing response partners to identify gaps in HIV prevention and treatment programming among target populations. Using best practices and expertise along with innovations, the project is addressing critical gaps to meet country-specific epidemic control goals. ACHIEVE is USAID's flagship initiative to address the needs of children, young people, and breast-feeding women affected by HIV.

This includes supporting local organizations in serving these populations and ultimately building their capability to receive direct U.S. government funding for programs at scale. The project leverages the full strength of its consortia and related private and public sector stakeholders to support countries attain and sustain HIV epidemic control.

The **goal of ACHIEVE Tanzania** is to strengthen local organizations and the national- and community-level social welfare systems, structures, and workforce to support and sustain OVC to access HIV-inclusive services that support their health and well-being.

ACHIEVE Tanzania program has three Strategic Objectives:

1. To strengthen the capacity of the national and community-level social welfare workforce, systems, and structures to ensure quality services for OVC, at-risk AGYW, and people living with HIV (PLHIV).
2. To build capacity of local organizations to manage and implement USAID/PEPFAR awards as prime implementing partners. ACHIEVE Tanzania Project will support the transition of prime funding and implementation to capable local partners to meet the PEPFAR goal of 70% of funding to local partners.
3. To deliver high quality OVC services and DREAMS interventions for AGYW 9-14 years

ACHIEVE Tanzania anticipate to achieve the following outcomes:

- i. OVC service delivery is transitioned to directly funded USAID local prime implementing partners.
- ii. Local partners are strengthened to manage and sustain family-centered, community based OVC and DREAMS service delivery.
- iii. Increased use of OVC platforms, for pediatric HIV case finding, linkage to treatment and viral suppression.
- iv. Increased access to HIV prevention and violence prevention services among OVC and youth
- v. Improved social economic capacity of at risk AGYW and OVC caregivers

With this, SHDEPHA+ is therefore seeking for competent, experienced, dynamic, and qualified candidates to fill the positions listed below:

1. PROJECT MANAGER (1 position)

Location: Shinyanga Region

Reports to: Head of Programs

Line Manage:

- a. Facility HIV and Health Officer (FHHO)
- b. M&E Officers
- c. Economic Strengthening Livelihood Officer (ESLO)

- d. Case Management Officer (CMO)
- e. Case Management Coordinator (CMC)
- f. HIV and Health Officer (HHO)
- g. Youth Intervention Officer (YIO)
- h. Assistant Youth Intervention Officer (AYIO)

Contract Duration: 1 Year (renewable based on the performance and fund available)

Job Objective: To provide overall leadership and management of ACHIEVE Tanzania project implementation at Council level and ensures efficient and effective linkages, collaboration, and networking with LGA authorities.

Roles and Responsibilities:

- Provide overall technical, operational, and administrative support to project staff and promotes an organizational culture where policies and values are observed.
- Oversee project budget including tracking spending, disallowed cost, approve travel request, staffs' liquidation, reviews and approve all project expenses.
- Responsible and accountable for timely, quality project implementation across all councils where the SHDEPHA+ is implementing ACHIEVE Project.
- Work in collaboration with DSWO, DMO, DACC, CHACC at District level, RSWO, RMO, RACC at Regional Level and Pact Technical Coordinators to ensure high quality project activities delivery.
- Ensure proper preparation, timely completion and submission of both financial and narrative reports (daily, weekly, monthly, quarterly, semi-annual, and annual).
- Work with Data and M&E Officers to ensure that appropriate data is obtained to produce high quality timely reports.
- In collaboration with SHDEPHA+ management, mentors project staff (Case Management officer, Health and HIV Officer, Case Management Coordinator, DREAMS Officer etc.) as appropriate in project management, organizational development, and community development issues.
- Supports performance of project staffs (Case Management officer, Health and HIV Officer, Case Management Coordinator, DREAMS Officer etc.) by proactively addressing performance issues through regular, constructive, and honest feedback, and coaching and identifying necessary staff development needs for direct reports.
- Ensure staff are supported to deliver quality results in all project implementation activities.
- Provides mentorship and guidance to the team members and models best practices; advises and trains other team members on, SHDEPHA+ policies, procedures, tools, and methodologies, as needed.
- Represents SHDEPHA+ upon approval from Executive Director on ACHIEVE stakeholders' meetings and coordinate with other donor funded programs at Council and Regional level.
- Performs other related tasks as needed.

Staff Management

- Supervise, coach, and provide mentorship to the project staff.
- Assist in the recruitment of project staff (as and when required) Manage the performance of the project staff.
- Develop plans for capacity-building of the project team to enable the team to be more self-standing in the future.
- Support effective communications and joint working within the team and with other teams across the organization.

Fundraising

- Identify and discuss with the Management team of any potential future funding opportunities which present themselves in the country and provide advice on their suitability and potential alignment with the SHDEPHA+ strategic direction.
- Initiate and participate in developing funding proposals Other Ad-hoc Tasks Be cognizant of the wider implications of the project, working effectively with other SHDEPHA+ functions in-in the regions: Finance, Quality team and program as appropriate.

Preferred Qualifications and Experience

- Bachelor's degree in Sociology, Project Management, Public Health, Economic and Community Development, or equivalent with **3-5 years'** experience on donor funded projects especially OVC Program **OR**
- Master's Degree with **1-2 years** of experience on OVC or HIV Programs.
- Previous experience on staff Management.
- Presentation and report writing skills
- Experience in at least one of the following technical areas: Economic strengthening, Youth and Adolescent work, Case Management, Bi-Directional Reference, ECD, or Child protection.
- Fluency in English.
- Understanding of OVC issues and child protection.

HOW TO APPLY:

If you meet the criteria given above and interested in the vacancies, **please send an application letter and CV combined in as one document indicating your present/recent employer and position, daytime telephone contact, names and addresses of three referees.**

DEADLINE

To be considered, **your application must be received by 17.00 HOURS on Thursday 30th August 2024** the subject line of your job application email should mention **the job position that you are applying as it appears in this advertisement.** Failure to do that your application may not easily be retrieved.

All correspondences and applications should be emailed to: recruitments@shdepha.org

- SHDEPHA+ is an equal opportunity employer and does not discriminate in its selection and employment practices based on Age, Race, Colour, Religion, Sex, National origin, Political affiliation, Marital status, Disability, Membership in an employee Organization, or other non-merit factors.**
- SHDEPHA+ is committed to the principles of safeguarding in workplace and will not tolerate any form of abuse, wherever it occurs or whoever is responsible"**
- Any Applicant attempting to communicating to SHDEPHA+ Management or Staff through phone calls, SMS, text emails and other means will automatically be disqualified from this opportunity. All communications should be channelled to the provided official correspondence email above**
- No application fee will be required to apply for this position.**
- SHDEPHA+ regrets that only short-listed candidates will be contacted**

For more information about the organization, please visit

<https://shdepha.org/>