



Elizabeth Glaser Pediatric AIDS Foundation

Fighting for an AIDS-free generation

JOB TITLE: Program Monitoring and Evaluation Officer

- Dodoma, Tanzania
- Contract
- Location of Position: Tanzania

Company Description

[Elizabeth Glaser Pediatric AIDS Foundation](#) (EGPAF) is on a mission to create a world where no mother, child or family is devastated by HIV and AIDS. Join us on our fight for an AIDS-free generation.

Job Description

Department: **Technical Department**

Location: **Dodoma**

Reports To: **Pediatric and Youth Advisor**

Classification: **Full-time**

How will you fight for an AIDS-free generation?

The Program and Monitoring Officer will be a self-Motivated, innovative thinker and will play a key role in supporting the implementation and monitoring of the ViiV Pediatric Breakthrough Partnership in Tanzania. The Breakthrough Partners are EGPAF, PATA, Aidsfonds and UNICEF. The partnership goal is to enhance HIV prevention and treatment outcomes for children, adolescents, caregivers, and pregnant and breastfeeding women (PBFW) in 18 sites across three councils (*i.e. Dodoma CC, Kongwa DC and Mpwapwa DC*) and respective communities in Dodoma, Tanzania, for two years by scaling up a proposed comprehensive care package that integrates clinical and community-based interventions, fosters collaboration and learning, engages stakeholders, and aligns with global health priorities. The Officer will be responsible for day-to-day program implementation, data collection, analysis, and reporting, while aligning with the objectives of the partnership:

1. Collaboratively enhance case identification, linkage, viral load suppression (VLS), and quality of care for children, adolescents, and pregnant and breastfeeding women (PBFW) living with HIV by strengthening community-facility collaboration at 18 sites across three councils in the Dodoma region.
2. Create a robust and empowering community engagement framework that supports HIV care and treatment adherence, fostering resilience and sustainability among children, adolescents, PBFW and their families.
3. Document PBP success stories, promising practices and facilitate a platform for linking and learning to enhance collaboration, knowledge sharing and peer to peer exchange across the BP countries.
4. Conduct high-level and community-level advocacy, in collaboration with the Global Alliance Technical Working Group, to close policy gaps, empower communities, and enhance collaboration with health facilities, improving the demand for and delivery of interventions to find, link, and retain children, adolescents, and PBFW living with HIV in care

No two days are alike at EGPAF, but what can you expect in this role?

1. *Program Implementation:*

- Work with health facilities and collaborate with HCPs and CHWs to ensure HIV-positive children, adolescents, and PBFW are enrolled in care programs, including OVC services and HIV Index Testing.
- Coordinate efforts to track and enrol eligible children and adolescents living with HIV (C/ALHIV) and HIV-exposed infants (HEIs) in care and treatment services at the facilities.
- Monitor and support health facilities to complete registration and timely enrolment of HEIs in the CTC2 database, ensuring DBS samples are taken within the recommended 6-8 weeks.
- Provide technical Support to health facilities in tracking and testing HEIs for their final outcomes at 24 months, and ensure follow-up for HEIs not yet enrolled in OVC services.
- Facilitate collaboration between facilities and the community to ensure linkage to care of, including Index Testing.
- Provide Technical support in the management and tracking of C/ALHIV with high viral loads, ensuring timely Enhanced Adherence Counselling (EAC) is conducted by health providers while aligning with the National Guideline.
- Ensure that adherence support including psychosocial support, peer engagement, and innovative differentiated service delivery models are fully integrated and documented at health facility to enhance treatment outcomes.

2. *Monitoring and Evaluation (M&E):*

- Provide Support to ensure that health facilities and CHWs collect accurate data on case identification, linkage to care, viral load suppression, and retention rates.
- Develop tools to track community and facility linkages, ensuring that progress is monitored in real-time for programmatic use while maximizing on the National Registers.
- Work closely with health facilities to conduct quarterly data quality audits (DQA) to maintain high standards of data integrity.
- Assist in analyzing program data to identify gaps, trends, and opportunities for improvement, providing recommendations to the Regional and Country team.
- Support in the preparing timely and accurate reports for donors and stakeholders, ensuring program goals are communicated effectively.

3. Stakeholder Engagement:

- Collaborate with local government officials, R/CHMTs, and partner organizations to ensure smooth program implementation.
- Act as a liaison between health facilities, communities, and stakeholders to foster strong collaboration and knowledge sharing.

4. Capacity Building and Technical Support:

- Provide technical support and on-the-job training to HCPs and CHWs on pediatric HIV care monitoring, focusing on data management and quality.
- Ensure health facility teams have the necessary tools, skills, and resources to meet program objectives.
- Facilitate the development of mentorship structures for HCPs and CHWs to improve adherence counselling and case management for high-risk pediatric patients.

5. Program Learning and Best Practices Documentation:

- Conduct regular site visits to monitor program activities at health facilities, ensuring that challenges are identified and addressed promptly.
- Work with facilities to document best practices and success stories to enhance learning across sites and share knowledge with national and global stakeholders.

Qualifications

To be successful, you will have:

Education: MD or Bachelor's degree in Social Sciences, Health Sciences, Applied sciences, Monitoring and Evaluation, Advanced degree in public health is an advantage or related clinical fields.

Experience:

- 3-5 years in program management, particularly in HIV/AIDS or health-related projects. Strong understanding of pediatric and adolescent HIV care and treatment. The challenges of service delivery in low-resource settings.
- Demonstrated experience in working with national and local government structures, NGOs, and international partners

Skills:

- Proficiency in data collection and analysis, demonstrated project management skills, and the ability to work with diverse teams and stakeholders.
- Proven ability to manage multiple tasks, timelines, and priorities.
- Proficiency in data management and analysis tools (e.g., Excel, DHIS2).
- Fluency in English and Swahili is required.

Communication:

Excellent interpersonal and presentation skills, with the ability to communicate program goals to a wide range of audiences.

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