



**HJF Medical Research International, Inc.
(HJFMRI)**

VACANCY (RE-ADVERTISEMENT)

JOB TITLE: HIV Prevention Program Manager, KDF PEPFAR Program

SUMMARY

Job Summary: The KDF PEPFAR HIV Prevention Program Manager is responsible for oversight of all HIV Prevention Programs in KDF. This involves planning, designing, efficient and effective implementation, management, and monitoring of all HIV prevention programs. The programs include: HIV Testing Services (HTS), Voluntary Medical Male Circumcision (VMMC) and Priority populations and also Orphans and Vulnerable Children (OVC) program as component of the U.S. President's Emergency Plan for AIDS Relief (PEPFAR), of the KDF HIV program through the Henry Jackson Foundation Medical Research International, Inc (HJFMRI). In addition the incumbent provides technical assistance and strategic direction in HIV Prevention programs to ensure that PEPFAR/KDF program achieves annual targets and results in the 3 military services of Kenya Army, Kenya Navy and the Kenya Air force and a civilian facility the Mtongwe military civil outreach clinic (MMOC) based in Mombasa and being supported by the Kenya Navy. The incumbent in addition participates in Site Improvement through Monitoring System (SIMS) and provides supervision and mentorship to program staff and technical support to over 30 military facilities and MMOC. The manager represents DoD/PEPFAR at the HIV Prevention Interagency Technical Team in the Country Operational Plan (COP), National Technical Working Groups (TWGs) and GoK/MoH meetings.

Main Duties and Responsibilities:

1. Oversee planning, implementation, and monitoring performance of HIV Prevention programs including HIV Testing Services, Key and Priority populations, Voluntary Medical Male Circumcision and Orphan and vulnerable Children program in all KDF facilities distributed national wide. This includes working closely with program staff and KDF service coordinators.
2. Provide Technical support in reviewing and approving HIV Prevention Partner proposed work plans, Managing budgets and targets to partners to ensure that they are in tandem with PEPFAR goals and National HIV/AIDS strategic goals and targets.
3. Provide technical program leadership efforts, guidance, accountability for successful implementation of programs, address gaps in programs and technical advice to ensure that HIV prevention program activities are based on the most recent relevant and science-based

- data, and that scientific knowledge is translated into program guidelines and practices
4. Responsible for the strategic design, implementation oversight, and scale up of HIV prevention interventions to ensure results are on trajectory to meeting agency and partner-level annual Country Operation Plan targets.
 5. Investigate and provide technical leadership in implementation of innovative and effective approaches and strategies for HTS optimization including eligibility screening, partner Notification Services (PNS), Index/Family testing aimed at optimizing identification and linkage of positives to care and treatment.
 6. Provide Technical Leadership by organizing and participating in Joint support supervision, Mentorship and tracking partner performance and provide quick technical assistance to ensure that HIV prevention activities are based on the latest National guidelines and scientific evidence.
 7. Serve as lead supervisor for all HIV prevention (HTS, VMMC, PP-PREV, DREAMS) and OVC program MER Indicators. This includes:
 - Clear understanding and dissemination of the Indicator Definition
 - Clear understanding of the data sources and DQA processes
 - Clear understanding and dissemination of the Indicator Targets
 - Supervise the analysis, review, and remediation efforts for the indicator
 8. Provide strategic direction to:
 - Attain the first 90 of the 90-90-90 cascade which involves optimizing HTS services aimed at improving identification and linkage to care and treatment
 - Integration of VMMC program into KDF facilities for comprehensive service provision
 - Hotspot mapping among Military population for services including HTS
 - To ensure 90-90-90 complete cascade among the military population
 - Provide comprehensive package for targeted population as per the National guideline.
 - Integration of HIV prevention and OVC programs to care and treatment programs to improve access and linkage of HIV prevention and care and treatment services
 - Provide leadership in the implementation of the DREAMS program at Mtongwe military civil outreach clinic at Mombasa
 9. Liaise with the Strategic Information team for real-time data analysis of HIV prevention programs including MER indicators, EMR, CQI and SIMS to improve program performance.
 10. Coordinate and oversee dissemination of new guidelines and SOPS (HTS, VMMC, PP-PREV and OVC) are implemented across all KDF HIV prevention sites.
 11. Plan and coordinate all HIV Prevention programs trainings to ensure that partners are capacity built for quality program service provision and External Quality Assurance (EQA) in line with NASCOP and PEPFAR requirements
 12. Generation and presentation of program reports in a timely manner to all relevant stakeholders.
 13. Perform other duties assigned.
 14. Provide technical assistance as a member of National Technical Working Groups (TWGs) to National Committees (MOH) on health policies and guidelines by participating in development and review of national level health policies, guidelines, operational manuals and

procedures, teaching modules, informational, educational and communication materials for HIV prevention interventions and strategic plans

15. Represent DoD/ PEPFAR as a member of the HIV prevention program Inter-Agency Technical Team (ITT) in the Country Operational Plan (COP) preparation and follow-up of POART corrective actions
16. Participate in GOK/PEPFAR ITT site support visits for Quality Assurance/ Technical Support/ Mentorship for Continuous Quality Improvement in HTS, VMMC, PP-PREV and OVC programs in line with national guidelines

Supervisory Responsibilities:

Supervision/Personnel Management

- Assessing staffing needs for the department
- Assisting in recruitments
- Mentorship and performance improvement plans (PIPs)
- Supervision to ensure targets achievements
- Appraisals to program staff

Required Skills:

1. A Bachelor's Degree in Social/ Biological/ Medical Sciences, and a Master of Public Health (MPH) Degree from a recognized Institution
2. A PhD in Public Health from a recognized Institution is an added advantage
3. Possess 5-8 years experience in managing large PEPFAR HIV/AIDS programs or public health related programs.
4. Experience in planning, coordination of program trainings, review of partner work plans and program monitoring and evaluation, budget and targets management for implementing partners and personnel management skills
5. Experience in program design, implementation, monitoring and evaluation.
6. Experience in Country Operational Planning (COP) and TWG processes.
7. Excellent organizational, analytical and report writing skills
8. Professional trainings in HIV Prevention Evidence Based Interventions,
9. Experience in development of Abstracts and manuscripts for publications.
10. Training in research/basic program evaluations, monitoring and evaluation
11. Ability to provide technical support to partners through joint support supervision, External Quality Assurance (EQA) and assessments of partner performance
12. Experience working in a multi – sectorial settings.
13. Proficiency and strong skills in Microsoft Office (Word, Excel, Access, PowerPoint) and data analytical skills are required
14. Be conversant with national policies and guidelines in HIV prevention
15. Excellent team player, with good communication and interpersonal skills.

How to Apply:

Applications can be sent to nairobijobslogin@hjf.org on or before February 23, 2018.