

# Vacancy Announcement



**Position Title: DISTRICT PROGRAM OFFICER - I (based in Lango region)**

## **ACTIVITY SUMMARY:**

USAID's Local Partner Health Services – Kigezi & Lango is a five-year Activity implemented by Joint Clinical Research Centre (JCRC). The activity is aimed at supporting the continuation of technical assistance for the implementation of a district-based, integrated package of quality HIV/AIDS and TB services to the beneficiary population in the Nine districts in Lango sub-region. The main goal of the activity is to increase the availability, accessibility and utilization of quality, integrated HIV and TB services.

## **GENERAL POSITION SUMMARY:**

The District Program Officer is responsible for planning, coordinating, implementing and monitoring project activities covering TB/HIV within their assigned districts. S/He provides technical support and oversight to all project areas including community TB/HIV case identification, management, DR-TB surveillance, infection control, DOTs strengthening, recording and reporting, tracking of lost TB/HIV clients and application of QI in improving TB/HIV services.

## **ESSENTIAL JOB RESPONSIBILITIES:**

- Work with Clinical Mentors and facility teams to identify community support needs to help facilities achieve key HIV/TB targets.
- Develop and implement monthly and quarterly work plans and ensure all planned activities in the assigned district are implemented with fidelity.
- Work with the project staff including M&E, facility and community-based teams to generate progress reports for internal and external sharing including weekly, monthly, quarterly, semiannual and annual reports
- Support identification, capacity building and remuneration for Community Linkages Facilitators and other applicable community structures
- Participate in DHT meetings and share the key HIV/TB issues for the attention of the DHT and actively participate in partners coordination meetings in the district.

- In liaison with Technical leads and district partners, provide coordination support for all project areas of HIV and TB including supply chain, lab and M&E.
- Work with Districts and health sub-district systems to ensure and maximize achievement of results through cross-sectorial working and coordination.
- Provide Technical Support to CLFs to effectively implement TB/HIV activities related to the project program area as planned
- Work with the M&E team to aggregate and share all reports with the project team at the region as scheduled
- Support the generation of evidence and lessons emerging from our TB/HIV programming, including sharing lessons within and outside the region.
- Represent JCRC in HIV/TB working groups and other program influencing fora in the district/facilities.
- Account for all funds received in a timely manner
- Lead the scheduling of project activities in the assigned district and share weekly activity matrix detailing activities to be implemented in the district with the senior HSS advisor and track its implementation.
- Share weekly progress report with the DHO detailing the activities implemented in the week, areas that needs his attention and planned activities for the following week.
- Provide day to day coordination and support for sub-granted organizations (CSOs)
- Perform any other work-related duties/tasks as may be assigned from time to time.

## **QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE:**

- The ideal candidate must possess a bachelor's degree in Medicine, Nursing, biomedical sciences. Candidates with a Diploma in Clinical Medicine/Nursing with hands on relevant experience in TB/HIV work may be considered
- Must have a minimum of 2 years working experience in TB/HIV care and program work
- Good interpersonal and computer skills is desirable.
- Experience working in the Lango Sub Region is an added advantage
- Excellent technical writing, data collection, analysis and reporting skills required;
- Excellent facilitation, oral and written communications skills

**How to apply: All applications must be addressed to;** The Head of Human Resources at Joint Clinical Research Centre, Plot 101 Lubowa Campus off Entebbe Road, P.O Box 10005, Kampala-Uganda. Email: [jobs@jcrc.org.ug](mailto:jobs@jcrc.org.ug)

**The application deadline is Friday, 25<sup>th</sup> October 2024 at 05:00 pm.**

Strictly two documents combined in one PDF are required (Application letter and CV not exceeding 6 pages).

Note: JCRC is an equal opportunity employer. Any attempts of influencing the recruitment process will lead to automatic disqualification.