

JOB VACANCIES ANNOUNCEMENT

COCODA Tanzania is a non-governmental organization established in 2000. COCODA's establishment as its name suggests, resulted from intensifying concern among community members in Tanzania over the surging number of orphans, mainly resulting from the increased number of people infected by HIV and dying from AIDS, the majority being adults leaving behind young children without parents. This trend had a negative impact on social and economic development. Hence COCODA Tanzania envisioned offering an effective response to the situation by providing education to the local communities on HIV/ AIDS, supporting orphans and most vulnerable children, providing vocational skills to youth, and establishing small-scale incomegenerating groups for a community sustainable economy.

Meeting Targets and Maintaining Epidemic Control (EpiC) is a global project funded by the U.S. President's Emergency Plan for AIDS Relief (PEPFAR) and the U.S. Agency for International Development (USAID) which is dedicated to achieving and maintaining HIV epidemic control. FHI360 is the prime recipient of this funding in Tanzania.

COCODA is subcontracted by FHI360 to implement the EpiC project in **Njombe and Mtwara** regions. In the **Njombe** region, the project is implemented by COCODA in 6 councils (Njombe TC, Njombe DC, Makambako TC, Wanging'ombe DC, Ludewa DC, and Makete DC), and the **Mtwara** region the project will be implemented in all 9 councils (Mtwara MC, Mtwara DC, Masasi TC, Masasi DC, Nanyumbu DC, Nanyamba TC, Tandahimba DC, Newala DC, and Newala TC) to address critical gaps and bottlenecks in the response to HIV among key and vulnerable populations (KVP) and adolescent girls and young women (AGYW). The EpiC project works closely with the Government of Tanzania (GoT) at national and sub-national levels to deliver HIV and other services tailored to the needs of these groups.

COCODA Tanzania invites competent and motivated applicants to apply for the following positions.

Biomedical Technical Officer (BTO) – 1 Position

Location: Njombe Region

Reports to: Deputy Program Manager

Position Description:

The Biomedical Technical Officer (BTO) will be responsible for coordinating the implementation of EPIC Project biomedical services to the assigned council. He/she will work closely with the EpiC Central team, RHMT, and CHMT to ensure the provision of high-quality biomedical services including HIVST, PrEP, HTS, Family planning, Screening, and referral for

STIs, Gender-Based Violence, and TB. Also, in coordinating linkages and adherence support for HIV care and treatment to clients in their assigned counsel.

Roles and Responsibilities:

Planning:

- To participate in the Comprehensive Council Health Plans (CCHP) meetings and ensure EPIC activities are included in the respective CCHP.
- Liaise with Community Engagement Officers to map hotspots and develop a directory of all hotspots where beneficiaries are found at the council level.
- Conduct weekly review of the list of index sources developed by service providers and ensure all the providers conduct ethical and safe index testing services

Coordination and Supervision:

- With support from the Project Manager, he/she will be responsible for liaising with the DMO office to secure Government biomedical providers who will provide biomedical services at the community level
- Actively participate in the development of monthly operation plans in close collaboration with community engagement officers for targeted and focused HTS outreaches to the mapped hotspot areas and reach KVPs
- Assist in organizing training/orientation for biomedical providers to be engaged in EPIC monthly operation plans and maintain the list of Service Providers working with EPIC project.
- Monitor and coordinate community-facility referral and linkages services for health-related services including care and treatment, Family planning, STI & TB screening and treatment, and GBV services
- Liaise with DACC and the DMO office to obtain commodities, supplies, and government M&E Tools for Biomedical services.
- Supervise biomedical providers and ensure monthly planned activities are implemented and all Service Providers are reaching their allotted targets with fidelity.
- Provide technical support and mentorship to the biomedical services providers within the assigned districts to ensure they meet standard of performance as per the government guidelines and project SOPs
- Work closely with the CHMT members in performance monitoring, joint supportive field supervision at the site/council level, and ensure the outcomes of the visits are documented and recommendations implemented.
- Jointly work with facility implementing partners at the council level to develop a sound Bi-directional referral network
- Ensure all service providers properly fill all required National and Project M&E tools and timely submission of service reports appropriately, including monthly summary reports to the catchment health facilities.
- Develop and timely share daily/weekly updates and monthly reports for all biomedical services.
- Conduct monthly stocktaking and prepare reports on biomedical supplies and commodities. · Ensure biomedical supplies and other supportive commodities are readily available. · Collaborate with Case Managers and Peer Navigators to guarantee timely linkage and continuity of care and treatment services.

- Partner with Case Managers and Peer Navigators to ensure timely baseline CD4 and CrAG testing for all eligible clients, with prompt reporting.
- Ensure that all eligible clients undergo VL tests, with results reported accordingly.
- Work with peer navigators, healthcare workers, and facility partners to achieve full biometric registration coverage for all clients in care and treatment.

Qualification and experience

- 2-5 years of experience in KVP-focused HIV/AIDS community projects as well as 2-3 years in CTCs (Care and Treatment Centers).
- Certified clinician or nurse officer with strong experience in HIV/AIDS programs, deep knowledge of HIV/AIDS care, and 2-5 years of experience working at CTCs.
- A medical degree is a plus.
- Proficient in MS Excel, MS Word, and MS PowerPoint.
- A good team player with proven skills and experience in leading and coaching a team.
- Ability to network and maintain professional relationships with the LGAs and other stakeholders at the Council level.
- Excellent written, presentation, communication, and organizational skills in both English and Kiswahili
- Good understanding of the council-level healthcare system · Flexible to work beyond normal working hours.

How to Apply:

Candidates are required to mention the ‘Position Title’ in the subject line of the e-mail. All applicants **MUST** attach a cover letter and their updated Curriculum Vitae with certified copies of academic certificates as supporting documents to their applications. All applications should be submitted no later than **4:00 Pm on 25th August 2024** by email, to: hr@cocoda.or.tz. **Only short-listed applicants will be contacted.**

Warning: Please avoid deception agents, COCODA charges no cost for any job position advertised. COCODA enhances equal opportunity for all qualified candidates.