

THE FOUNDATION FOR HUMAN HEALTH SOCIAL DEVELOPMENT



HUHESO FOUNDATION

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<http://www.huheso-foundation.org.blogspot.com>

www.huheso.or.tz

KAHAMA, SHINYANGA – TANZANIA

Dealers: The healthier society that brought up the spirit of equity, peace and love respect.

NEW JOB ADVERTISEMENTS

ORGANIZATIONAL BACKGROUND

HUHESO FOUNDATION is a non Profit Organization based in Tanzania Mainland was legally registered under Societies Act cap. 337 [R.E. 2002] with registration **No. S.A. 16535** on 24 July 2009. **The Foundation for Human Health Society (HUHESO Foundation)** is currently re-registered as **The Foundation for Human Health and Social Development (HUHESO Foundation)** due to re-registration conducted in 16th of May 2016 for NGO act No 24 of 2002 with registration number **00NGO08602**. The re-registration is due to instructions of the government of the United Republic of Tanzania that all NGOs should be under the Ministry of Health, Community Development, Gender, Elderly and Children (MoHCDGEC).

The primary goal is to lead disadvantaged groups into development process in Tanzania and play constructive role in uniting their efforts and potentialities in society. HUHESO-FOUNDATION strives to promote dignity, equitable access to social services and resources for development and enhance Children, Youth and Women. HUHESO-FOUNDATION ensures sustainable behavioral change, HIV/AIDS and CANCER Prevention programs and promotes Children, Youth, and disabled people against HIV/AIDS.

HUHESO FOUNDATION is currently implementing the **SAUTI** Project which is funded by USAID through JHPIEGO. HUHESO FOUNDATION is working in partnership with JHPIEGO and Shinyanga Region and District Health Authorities in Regional and District Health management teams to implement **SAUTI** programme, this programme is intended to contribute to the improved health status for all Tanzanians through a sustained reduction in new infections in support of Tanzania's commitment to HIV prevention

The project is implemented in Ushetu District targeting Adolescent Girls and Young Women (AGYW) as well as Female Sex Workers in the area, in a core package of Vulnerability-tailored client and community centered combination of HIV prevention and family planning services with traceable linkages to care, treatment and other referral services.

HUHESO FOUNDATION is therefore seeking to recruit highly qualified, experienced, motivated and dynamic individual to fill the following position:

I: JOB TITLE: PROGRAM MANAGER -(1 POST)

Duration: One year / Renewable

Place of Work: USHETU District

Salary: Attractive package

Key roles and responsibilities

- Lead the informal and curriculum-based BCC education to the target Population and community mobilization by the peer –educators(PE)
- Supervising the PE and EWs
- Conducting weekly and monthly meetings with the PE and EWs to assess performance
- Review data report and provide guidance
- Roll out BCC training to PE
- Provide clinical and technical support to peer educators, nurses working at DIC ensure that HUHESO FOUNDATION achieve tangible results in provision of quality and comprehensive health services to key population.
- Supervise health services and all staff to ensure all program activities are implemented according to monthly and quarterly plans.
- Work closely with government authorities at regional and district level to ensure HUHESO FOUNDATION access government support partner.
- Identify constraints in implementing the project and support project management team in taking corrective measures.
- Ensure clinical reports project activities reports are prepared reviewed and submitted timely to Donor and to government.
- Conduct periodic literature reviews related to the projects implementations, disseminate result to the project team and coordinate with the project management.
- Team to apply key findings towards strengthening health services to key population.
- Report writing.

REQUIRED QUALIFICATIONS:

Graduating in medicine, nursing, Social Work, Sociology and other relevant field .Public health degree or related advanced degree in community development

REQUIRED EXPERIENCE:

- Five years' experience in managing health programs including planning ,design ,supervising and evaluating health care programs
- Acknowledge skills in one or more of the following areas HIV/AIDS, STIs, family planning related health services.
- Extensive knowledge of the health system from the National or local levels.
- Previous experience and understanding of the policies of international and US donor's agencies and private sector foundation preferred.
- Experience of working in KVP programs and sub grants is an added advantage.
- Demonstrated ability in managing teams to achieve health results.
- Ability to develop productive working relationship with counterparts in other agencies and organization worldwide.
- Aware of and sensitive in working in multiple social economic settings and with multi-cultural/behavioral groups.
- Excellent in writing and oral communication and presentation skills in English and Kiswahili
- Willingness to work overtime for project success.

II: Job Title: Data Manager/ Monitoring and Evaluation Officer (1 Post)

Place of Recruitment: HUHESO FOUNDATION

Place of Work: USHETU District

Duration: One year / Renewable

Salary: Attractive package

Roles and Responsibilities:

To make sure that objectives of the SAUTI are met as follows

- i) Promote Community engagement and strengthen District and Village Capacity to implement community level activities.
- ii) Promote positive health seeking behaviour and ensure all data are entered in the Data management system.
- iii) Strengthen the capacity of the community structures to co-ordinate and implement quality activities of the SAUTI in addressing HIV issues
- iv) Ensure all data are routinely entered into the data base and updated
- v) Ensure HUHESO FOUNDATION Peer Educators are oriented on how to use Smart Phones provided and programmed
- vi) Ensuring data quality through reviewing of all data collection forms submitted to the office by field officers and other data collectors particularly, health unit's staff, CHWs and identifying the errors and working with data collectors to ensure that the errors are timely addressed.
- vii) Maintaining proper documentation of the programme including periodic progress reports filling.
- viii) Ensuring that all data is entered into the database and synchronized into Database Management System on timely manner.
- ix) Ensuring data and field level are collected according to SAUTI guidelines, well kept at all levels, analyzed and results shared with various stakeholders including the donor.
- x) Conducting data verification and periodic data audits to ensure data quality at all times

Managing M&E system:

- ❖ Facilitating the Programme performance monitoring plan.
- ❖ Facilitating the programme team in preparation of monthly, quarterly and annual work plans in line with the programme descriptions and timely submitting to the programme's manager.
- ❖ Tracking the implementation of the approved work plan to ensure timely accomplishment.
- ❖ Ensuring availability of relevant data collection tools and ensuring consistent use of relevant tools in data collection and reporting processes.

Required Qualifications:

Advanced Diploma in Information Technology, Bachelors degree in social work, Planning, economics and statistics and development studies. Additional training in community health, public health, Monitoring and Evaluation, community mobilization, counseling are of added advantages.

Required experience: 3 years and above.

- Experience in HIV Prevention, Care and Treatment Programming.
- Community health experiences and capacities.
- Ability of Community Health Work, Health Committees (villages Health committees, Ward Development committees, Health facilities committees) etc.
- Ability to build relationship with Key Vulnerable Populations (KVP) groups at community levels.
- Able to work with Health staff at different district council levels.
- Computer literacy is highly required.
- Able to relate gender, social & culture and family planning in addressing their challenges accordingly.
- Able to timely collect, compilation and data analysis as required by the SAUTI.
- Ability to work with minimal supervision.

III: JOB TITLE: CASH TRANSFER FOCAL PERSON - (1 POST)

OFFICE LOCATION: Shinyanga, Tanzania

REPORTING TO: Program Manager/Executive Director – Sauti Project

Duration: One year / Renewable

Salary: Attractive package

KEY RESPONSIBILITIES

- Work closely with Program Manager to ensure overall planned project activities are implemented timely and outcome focused.
- To ensure the effective implementation of DREAMS Initiative interventions and their integration into the broader Sauti Program

- Support the implementation of HTC, condom and contraceptive method mix programming to AGYW; and roll out of parenting programs as well as adolescent friendly health services.
- Ensure the implementation of age-based and KVP-appropriate gender transformative HIV Prevention and family planning education curriculum
- Work closely with SEEO and SBCC PO in roll out of community mobilization activities to address inequitable gender norms through SASA! approach by engaging a wider participation of community members
- Support AGYW in using safe spaces approach to deliver interventions and build social cohesion and assets for AGYW
- Implement and follow up all aspects of the Cash Transfer Program in DREAMS wards
- Work closely with SEEO to support the implementation of combination socio-economic strengthening activities
- Facilitate problem solving and action planning among CSO and GoT stakeholders to address critical challenges and barriers to improving HIV prevention programming and service delivery targeting AGYW work closely with government authorities at LGA are well engaged in the project and sharing with them some reports as per directives and MoU to be signed and
- Other responsibilities as will be assigned for the betterment of the project and Sauti as well
- Ensure timely preparation of financial retirement with all necessary source of evidence to be shared with Account with focus on every incurred expense during project implementation

REQUIRED QUALIFICATIONS:

- Degree in Social works, Sociology, Rural Development or community developments and related degree program from recognized institutions.

REQUIRED EXPERIENCE:

- At least with 3 years of experience in managing health based project with focus on HIV/AIDS ,FP,STIs and SRHE and other KvP Proven knowledge on AGYW and Gender based violence.
- Proven skills on Gender and women focused rights and policies

- Experienced in implementing project with focus on Key Vulnerable Population(KVP) Ability to manage team and meet deadlines which are results based
- Flexibility and ability to copy with multi-cultural/behavioral practices
- Proven records of good relationship with co staff , facilitation, team building and coordination skills will be added advantage
- Excellent written and oral communication and presentation skills in English and Kiswahili
- Readiness to work under pressure ,ability to work under minimum supervision and willingness to work overtime for project prosperity
- Computer literacy is highly required

HOW TO APPLY:

If you believe you are the ideal person we are looking for, please submit your application letter describing why you are the right candidate for this position, a curriculum vitae detailing your experience, educational certificates and three (3) professional referees from previous and current place of employment. Please send the application info@huheso.or.tz with the heading application for the position applied

HUHESO FOUNDATION will only review the applications sent to the official e-mail address mentioned in this job advert. The closing date for the applications will be Thursday: 10th September 2017, 17:00PM

Send your Application to;-

**EXECUTIVE DIRECTOR,
HUHESO FOUNDATION,
P.O.BOX 619,
KAHAMA-SHINYANGA
TANZANIA.**

Email: info@huheso.or.tz

OR

SUBMIT YOUR APPLICATION AT OUR OFFICE IN KAHAMA TOWN, MALUNGA WARD, IGEMBENSABO STREET NEAR MALUNGA PRIMARY SCHOOL

**Only shortlisted candidates will be contacted
To learn more about HUHESO FOUNDATION visit:**

<http://wwwhuheso-foundationorg.blogspot.com>

<http://huheso.or.tz> .