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31<sup>st</sup> May 2023

**Position:** Project Assistant-Health services (1 position)

**Station:** Nyakach Sub Counties

**Reports:** To Health Service Delivery Officer

**Duration of contract:** 3 months' renewable- up to one year

**Job Summary:** Project Assistant Health Services (PA-HDS) will support implementation of health interventions at the Site Level. The PA-HDS will work directly with the health workers in the catchment facilities to implement health interventions as well as increase access to quality health care services to OVC and their families. The PA-HDS will support HIV risk screening and testing, referral and linkages to care and treatment, HIV prevention interventions and psychosocial support groups and networks, tracking of Viral Load and implementation of viral load suppression interventions and nutrition and health education. The PA-HDS will supervise a team of LDPs and will support CALHIV case identification, enrolment and health related service delivery to OVC and their families.

#### **Duties and responsibilities**

- Organize and lead the implementation of project health activities at the project site level.
- Provide technical support to case workers and Link Desk Persons on the implementation of 95 95 95 UNAID goal.
- Provide mentorship and build the capacity of LDPs and case workers to facilitate effective and quality service provision to CALHIV and their families.
- Provide technical support to LDPs in tracking and maintaining Bi-directional referral and linkages registers and ensuring documentation of services provided.
- Support case workers to document and file health related information according to approved project filling standard operating procedures.
- Work together with the Case Management and documentation assistants to track, monitor and document CALHIV house hold performance on Healthy domain and documentation of success stories.
- Ensure all CALHIV are characterized and suppression plans developed and case plans updated for CALHIV with HVL and CALHIV failing treatment to inform high level interventions and quality service delivery.
- Support Verification of CALHIV data at the facility in collaboration with health care workers at the CCC and ensure entries on CALHIV trackers are accurate and up to date.
- Support LDPs to track TCAs and ensure all CALHIV honor their TCAs appointments.
- Collaborate with facilities to ensure all ALHIV are enrolled and subscribing to OTZ commitments. and implement MDT, OTZ, PSSG among other interventions

- Establishing and sustaining engagement with the health facilities in management of CALHIV.
- Collaborate with the health facilities to establish or MDT, OTZ and PSSGs at the health facilities
- Accurate, quality and timely report writing.

#### **Qualification and experience**

- Diploma in psychological counseling, Community health, Community Development, Social work, Nutrition, public health and other relevant academic qualifications. Degree in any of the fields will be added advantage.
- Minimum of 2 years of work experience in busy HIV care and treatment, adherence counseling, HTS provision.
- Experience in working with OVC the health facilities will be highly considered.
- MUST have worked in one of the sub counties and is well conversant with the trains and health facilities.
- Good understanding of the current National HIV treatment guidelines (2018) and other related treatment guidelines and standards.
- Excellent understanding of HIV Testing and services guidelines
- Experience working with partners, participatory action planning and community engagement.
- Experience using MS Windows and MS Office packages (Excel, Word, PowerPoint).

#### **Personal Skills**

- Analysis and problem-solving skills with ability to make sound judgment
- Good relationship management skills and the ability to work closely with local partners
- Proactive, results-oriented and service-oriented
- Attention to details, accuracy and timeliness in executing assigned responsibilities

Interested candidates who meet the above specifications are encouraged to send their Application and Updated CV via email ONLY to [hr@hik.or.ke](mailto:hr@hik.or.ke). Indicate the title of the position on the Subject Line as on the advert. Include copies of your relevant certificates and copies of referral letters from 2 professional referees.

**Deadline:** 16<sup>th</sup> June 2023

Health Innovations Kenya is an equal opportunity employer. We always endeavor to make contact with all our applicants, but unfortunately high volumes of applications make this unrealistic. If you do not hear from us within two weeks after the application deadline, kindly acknowledge that your application was not successful on this occasion but may be considered in future.