



THE ORGANISATION

Potentia is a PEPFAR development partner in Namibia that works closely with the Ministry of Health and Social Services' (MoHSS) Directorate of Special Programmes (DSP) to promote activities that increase human capacity for providing HIV/AIDS clinical care and support and assist with the development of health care worker systems that are locally-determined, optimally resourced, highly responsive and self-sustaining in countries and regions hardest hit by the AIDS epidemic. In partnership with the MoHSS, staff are deployed at hospitals and health facilities across the country to form part of a coordinated effort. They now seek to appoint an appropriately qualified and experienced candidate to fill the following positions:

REGIONAL MALE CIRCUMCISION CO-ORDINATORS (1X OSHAKATI & 1X KATIMA MULILO)

THE POSITION

The successful candidates will support the Regional Management Team in the regional scale-up of male circumcision (MC) services:

Key areas of responsibility:

Activity Management

- Co-ordinate regional MC activities including monitoring of MC activities and ensuring effective implementation of MC regional plan.
- Provide leadership to the regional MC team.
- Organize MC Task Force meetings, workshops and other dissemination activities for MC-related activities.
- Ensure activity implementation compliance with national guidelines and standards.
- Work with training partners to ensure and assist with appropriate MC training.
- Provide ongoing supervision of MC-related services in the region.
- Ensure all supplies and consumables are in place for MC activities.
- Coordinate MC-related educational and communication activities.
- Participate in international, regional, local capacity building workshops and meetings on MC and share information, experience and lessons learned with MoHSS and the Regional Management Teams.
- Where applicable guide and work closely with traditional circumcisers.
- Assess and address operational barriers to scale-up, using costing, modeling, qualitative or quantitative research techniques as required.
- Provide technical assistance to the Regional management Team on MC when required and prepare briefing notes to update same.

Monitoring and Evaluation

- Ensure maintenance of records of MC and ensure completeness of M&E forms.
- Report quarterly on MC activities and compile regional annual reports.
- Keep current on MC-related research and conduct research relevant to the effective regional roll-out of MC services.

THE PERSON

The successful candidates will need to have a proven record in the healthcare field and the Ministry will rely on your technical expertise to develop and strengthen processes.

Minimum requirements

- Candidates must have a minimum of a medical or nursing Degree/Diploma, coupled to at least five years working experience in programme management, including financial management, work plan development and report preparation.
- Experience and expertise reflecting or relevant to Namibia cultural norms and MoHSS policies and regulations concerning MC and related policy development issues and clinical practices.
- Knowledge of technical areas desired include the following:
 - o Surgical procedures
 - o Male circumcision
 - o HIV risk behaviors
 - o Sexual transmission: Sexually transmitted infections (STIs)
 - o HIV testing and counseling
 - o Factors that exacerbate the HIV epidemic: gender norms, alcohol misuse.
 - o Computer skills including MS-word, Excel, Epi Info, Powerpoint, email and internet.

Competency requirements

- The MC Regional Coordinator should have excellent English oral and written communication skills.
- Strong interpersonal and communication skills.
- Initiative in activity engagement.
- A team player, able to juggle multiple priorities without compromising the high standards of performance and integrity.
- Demonstrated ability to effectively coordinate activities and meet deadlines.
- Demonstrated strong writing and reporting skills.
- Staff supervisory skills.
- Strong organizational and time-management skills.

INTERESTED ?

This is a PEPFAR funded position and the successful candidate will be offered a fixed term contract and an attractive package commensurate with qualifications and experience is offered. The closing date is **13 December 2013** and only suitably qualified Namibian candidates will be considered. Kindly forward your electronic CV to theo@potentia.com.na before the closing date.

NB. All applications will be handled exclusively by Potentia Namibia. We will only correspond with the shortlisted candidates.