

## VACANCY

<b>Job title:</b>	Project Manager -Primary Health Care – WRHI - Gophelega
<b>Type:</b>	Permanent <input checked="" type="checkbox"/> Fixed Term <input type="checkbox"/> Temporary <input type="checkbox"/>
<b>Main purpose of the job:</b>	To support the facility team in supporting DoH to strengthen health systems for quality HIV and TB services and to implement 909090 strategies, monitor programmatic and staff performance and support all Wits RHI related activities.
<b>Location:</b>	Tshwane
<b>Closing date:</b>	23 November 2021
<p>In accordance with our Employment Equity goals and plan, preference will be given to suitable applicants from designated groups as defined in the Employment Equity Act 55 of 1998 and subsequent amendments thereto.</p> <p>Our Organisation maintains a Mandatory COVID-19 requirement and as such only COVID-19 Vaccinated incumbents will be considered for positions.</p>	

### Key performance areas

- Continuous assessment for health system strengthening needs
- Support and create an enabling environment to perform QIP's as needed
- Develop a project plan and timelines for addressing the identified needs and priorities in conjunction with counterparts.
- Engage stakeholders and implement 909090 programs in the facility with all relevant stakeholders.
- Support the DOH in improving ART services including Pediatric diagnosis, care and treatment, reproductive health including family planning, general adult HIV treatment and chronic care, HIV wellness programmes, Tuberculosis screening and care, Nurse-initiated and managed ART.
- Ensure adherence to DOH guidelines
- Monitor and review the implementation and progress of the programme work plans in conjunction with relevant stakeholders.
- Review challenges and achievements.
- Compile and disseminate weekly, monthly and quarterly reports to the Sub-District Manager.
- Evaluate progress of implementation plans
- Screen patients for HIV in all services points at the clinic.
- Examine and treat HIV infected patients.
- Treat opportunistic infections diagnosed.
- Prescribe appropriate treatments.
- Provide ART and prophylaxis according to DoH guidelines.
- Identify and refer patients with ART failure or complications.
- Support counsellors in adherence issues on patients
- Review difficult cases with Medical officers or programme manager.
- Facilitate services such as down- and up-referrals.
- Assist with SOP's that will improve the running of the clinic e.g. bi-directional-referral SOP.
- Treat patients with HIV and other concomitant diseases or refer where appropriate
- Attend to all staffing requirements and administration.
- Supervise and manage duties of subordinates
- Perform and facilitate performance developments and assessment of junior staff in facility.
- Identify substandard performance by team members and coordinate interventions to improve performance

- Coach and train subordinates and team members to ensure the acquisition of knowledge and skills required by the organisation.
- Monitor performance of team members with respect to strategic goals
- Take ownership and accountability for tasks and demonstrates effective self-management.
- Follow through to ensure that quality and productivity standards of own work are consistently and accurately maintained.
- Maintain a positive attitude and respond openly to feedback.
- Take ownership for driving own career development by participating in ongoing training and development activities such as conferences, workshops etc.

### **Required minimum education and training**

- Relevant Nursing degree (or equivalent) and South African Nursing Council Valid Membership

### **Desirable additional education, work experience and personal abilities**

- Post graduate degree or diploma in HIV Management or relevant field.
- Good understanding of quality improvement systems, monitoring and evaluation.
- Knowledge of PEPFAR programmes and PEPFAR partners.
- Good organizational and administrative skills together with working knowledge of Microsoft Office.
- Ordered and systematic in approach to tasks.
- Attention to detail.
- Pro-active, able to exercise discretion and independent decision-making.
- Able to prioritize own workload and work towards deadlines.
- Self-motivated, able to work independently and work as part of a multidisciplinary team.
- Able to speak other African Languages

### **Required minimum work experience**

- Minimum 5 years' experience in public health and HIV Management

### **Demands of the job**

- Overtime may be required from time to time.
- Must be contactable after working hours.
- May be required to work at sites that are under resourced and operate in a highly pressurized environment.

### **Communications and relationships**

Maintain effective working relationships with Senior Management and WRHI staff at all levels. Communicate effectively with all external stakeholders such as donors, Department of Health (DoH), media, medical and academic institutions, community and other partner organisations.

Should you be interested in applying for this vacancy, please apply via the link on the career page. Please include the following documentation:

- ID/Passport, Qualification, CV, and Vaccination card.