

VACANCY

Job title:	Project Manager: TB Services – WRHI – CDC
Type:	Permanent <input checked="" type="checkbox"/> Fixed Term <input type="checkbox"/> Temporary <input type="checkbox"/>
Main purpose of the job:	To provide oversight, and management of the Wits RHI TB/HIV interventions within the specified geographical area in achievement of project targets and improved HIV and TB related health outcomes.
Location:	Ekurhuleni
Closing date:	15 October 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. 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

- Coordinate and manage the implementation of TB/HIV activities within the supported district.
- Provide direction, programme implementation guidance and support to sub-district-based managers to ensure delivery of the TB/HIV components of the project.
- Assess planned activities, M&E data and external developments within the field in order to improve outputs on an ongoing basis using agreed programme indicators including operations research indicators.
- Support the development and review of work plans and other programme documents for effective implementation of the TB/HIV programme.
- Support the development of programme tools such as SOPs and technical guidelines and contribute to the development of other programme documents as required.
- Ensure the alignment of TB/HIV activities within the supported district to DIP action plans.
- Coordinate and troubleshoot all programme related activities within the supported district.
- Undertake regular site visits to ensure and support implementation of activities according to plan.
- Ensure compliance with the relevant components of the programme area, in collaboration with other RHI teams.
- Support the identification and implementation of Quality Improvement projects within the programme area.
- Communicate HAST quality improvement projects and activities specifically for TB/HIV collaboration to relevant stakeholders –internally and externally. .
- Participate in monthly progress meetings with the district team to monitor progress of the strategic plan and deliverables.
- Provide direct service delivery as required to ensure outputs are met and programme targets achieved and support junior staff with the management of complex TB/HIV clinical cases.
- Support the district in the development and implementation of QI programmes in relation to TB/HIV collaboration.
- Facilitate the identification, planning and execution of quality improvement projects throughout the district.
- Assume a lead role and develop TB QI project plans identifying all aspects of the project including timelines for each task.
- Assure timely collection, processing and reporting of data per project.
- Offer technical support to DOH staff and internal DSD colleagues on the implementation of TB/HIV and QI activities.
- Serve as a champion, coach and expert in quality improvement (QI) to ensure that Gophelega and other initiatives across Wits RHI effectively utilize QI approaches, methodologies and tools to achieve outcomes

- Regularly monitor the implementation and progress of QI activities according to QI methodology.
- Develop and effectively manage relationships with external and internal stakeholders including DoH, DSD, donors, partners and relevant Wits RHI structures.
- Maintain close communication with the Wits RHI M&E/SI team to ensure adequate and regular reporting to district management and facility DoH managers.
- Serve as a representative of the TB/HIV programme on both internal and external forums / working groups within the supported districts.
- Provide feedback to internal and external stakeholders on TB/HIV programme implementation and Quality Improvement initiatives.
- Report on key achievements, challenges and successes according to programme reporting timelines.
- Ensure high quality data is reported according to reporting timelines.
- Ensure TB/HIV programme data is regularly reviewed and analysed, gaps identified and action plans or mitigation plans implemented.
- Disseminate accurate reports to internal and external stakeholders on an on-going basis
- 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 on-going training and development activities such as forums, conferences, policy setting workshops etc.

Required minimum education and training

- Professional nursing degree or diploma, or equivalent.

Desirable additional education, work experience and personal abilities

- Certification in HIV management, NIMART and PC101 trained.
- Post graduate degree or diploma in Public Health, Management or related fields.
- Ability to review and analyse programme data for decision making.
- Excellent levels of written and verbal English communication skills.
- Preference for experience in TB/HIV integration, TB prevention and TB/HIV management.
- Experience managing a PEPFAR-funded project.

Required minimum work experience

- 5 years' management experience within a donor-funded public health or private health care programme.

Demands of the job

- Travel will be required within and outside of the district. Ability to work in highly demanding and pressurized environment, flexibility, management, training and leadership experience.

Communications and relationships

- Develop and effectively manage relationships with internal and external stakeholders (Relevant Wits RHI Structures, DoH, donors, partners at all levels).

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.