



Partnerships for a healthy Africa

VACANCY ANNOUNCEMENT

ACHAP is a public-private community development partnership established in 2000 to enhance and support Botswana's HIV & AIDS response. Using a comprehensive approach, ACHAP has successfully supported HIV prevention, care and treatment in Botswana for more than 14 years with remarkable results. Key to the success of ACHAP support has been the focus on results, the ability to develop and manage partnerships with government, civil society, other development partners and the private sector. ACHAP's main strengths include flexibility and innovation in programme design and implementation, evidence based programming, and commitment to culturally relevant approaches. ACHAP prides itself as a health development organization.

As a non-profit making corporation, the new ACHAP is now an independent entity with broader health mandate, wider geographical focus continuing to build on, and leverage on her core competencies in the field of HIV/AIDS and related health conditions. ACHAP has been awarded a Global Fund grant to implement TB/ HIV activities as well as a CDC-PEPFAR grant to implement Voluntary Medical Male Circumcision. ACHAP hence, seeks to recruit suitably qualified and highly motivated individuals with strong commitment to HIV/AIDS programme implementation to the positions of;

1. Project Director (1 position tenable at the ACHAP Head Office, Gaborone)

Job purpose

The Project Director will provide leadership, management, and strategic direction for the VMMC Project.

Qualifications and experience

- PhD in Health related field or equivalent qualifications
- Degree in Public Health or Business Administration (e.g., MBA), Public Administration, Management, Development Studies etc. with at least a Certificate in Project management
- At least 15 years of relevant experience post degree, of which 10 years should be in providing senior technical expertise for at least four of the following areas: HIV prevention, care and treatment; child health; maternal health; reproductive health; tuberculosis; Non-Communicable Diseases, health systems strengthening; quality improvement/quality assurance in health systems; or behavioural interventions

2. Programme Officer (2 positions tenable in Kanye and Francistown)

Job purpose:

The purpose of this role is to provide support in planning and implementation Voluntary Medical Male Circumcision Project activities at district level with a focus on scaling up demand creation interventions and ensuring effective and timely implementation of ACHAP supported Voluntary Medical Male Circumcision activities.

Qualifications and experience

- Degree level or its equivalent in health or social science field
- Three (3) years in implementing HIV prevention, testing and community mobilisation programmes

3. Assistant Programme Officer (3 positions tenable in Kanye, Francistown & Gaborone)

Job purpose:

To provide assistance to the Programme Officer in the implementation of VMMC programme activities at district level with a focus on scaling up demand creation interventions and logistical support to ensure effective and timely implementation of ACHAP supported VMMC activities.

Qualifications and experience

- Degree level or its equivalent in health or social science field
- At least one (1) year work experience in any field
- At least three (3) years driving experience with no endorsements

4. VMMC Doctor (2 positions tenable in Kanye and Francistown)

Job purpose:

The doctor will be responsible for providing VMMC services and contribute to the achievement of ACHAP VMMC targets.

Qualifications and experience

- Degree in medicine
- 2 years clinical/surgical practice in a health facility environment
- Registration with the Nursing and Midwifery Council of Botswana

5. VMMC Nurse (5 positions tenable in Kanye, Francistown and Gaborone)

Job purpose

You will be responsible for assisting the Medical Officer to carry out Voluntary Medical Male Circumcision and manage the surgical procedures

Qualifications and experience

- Degree/Diploma in General Nursing or BNS
- Midwifery or some surgical experience that would have included suturing
- Minimum of four (4) years post qualification as a registered nurse
- Registration with the Nursing and Midwifery Council of Botswana
- Theatre and counseling skills will be an added advantage
- Experience as a theatre nurse will be a PLUS
- Trained in Prepex

6. Health Care Auxiliary (2 positions tenable in Kanye and Francistown)

Job purpose

The purpose of the role is to assist the medical officer to carry out circumcisions:

Qualifications and experience

- BGSCCE and Certificate in Health Care Auxiliary
- 1 year post qualification as Health Care Auxiliary

7. Lay Counsellor (4 positions tenable in Kanye and Francistown)

Job purpose

The lay counselor will be responsible for assisting potential voluntary medical male circumcision clients to make appropriate choices regarding HIV testing and circumcision.

Qualifications and experience

- BGSCCE and Certificate in Counseling
- 2 years in HIV counseling
- Experience in HIV/AIDS counselling

8. Data Clerk (6 positions tenable in Kanye and Francistown)

Job purpose:

The data clerk will be responsible for collecting, collating and reviewing programmatic data from VMMC sites and other ACHAP supported programs at district and operational area level. The incumbent will also conduct data quality checks to ensure accuracy and completeness of all data recorded and submit monthly and quarterly data to ACHAP's M&E department and the BHRIMS system as required

Qualifications and experience

- BGSCCE
- 1 year in data capturing environment

9. Driver (2 positions tenable in Kanye and Francistown)

Job purpose:

To provide transport for staff and visitors to and from destinations in a comfortable, safe and efficient manner.

Qualifications and experience

- BGSCCE
- Valid driver's license a PSV license would be an added advantage
- Two years regular driving
- At least three years old clean driver's license.
- Some mechanical knowledge is an added advantage.

10. Cleaner (2 positions tenable in Kanye and Francistown)

Job purpose

The purpose of the role is to maintain a clean environment and provides cleaning services for the VMMC sites.

Qualifications and experience

- BGSCCE
- Six months post qualification as cleaner

11. Peer Educator (30 positions tenable in Gaborone, Palapye, Mahalapye, Tutume, Francistown, Gumare, Maun, Kweneng West, Kanye and Lobatse)

Job purpose

The Peer Educator will be responsible for providing comprehensive sexuality and life skills education for youth in communities (in and out of school youths) and ensure that they are empowered to prevent new infections.

Qualifications and experience

- Certificate in social sciences or related field
- Knowledge on demand creation, with experience driving demand for RMNCH, HIV counselling and testing and VMMC services among young people
- Commitment to working full time in youth project activities

12. TB/HIV Care Supervisor (8 positions tenable in Boteti, Kweneng West, Francistown, Ghanzi, Gaborone, Mahalapye, Palapye and Selibe Phikwe)

Job purpose

The purpose of the role is to coordinate the implementation of the TB/HIV activities in the assigned districts through the supervision of TB/HIV volunteers and coordinating with local facilities and stakeholders.

Qualifications and experience

- Certificate in community Health or related field
- Diploma will be an additional advantage
- 2-3 years' experience in TB/HIV program implementation

13. Community TB/HIV Community Volunteers (95 positions tenable in Boteti, Kweneng West, Francistown, Ghanzi, Gaborone, Mahalapye, Palapye and Selibe Phikwe)

Job purpose

The job holder will be responsible for conducting community-based TB/HIV and RMNCH activities contributing to prevention, diagnosis, improved treatment adherence and care that positively influence TB/HIV outcomes

Qualifications and experience

- BGSCCE and certificate in health related courses,
- Diploma will be an added advantage
- Two (2) years' experience in providing Community based TB/HIV services

14. Technical Officer TB/HIV Care (1 position tenable in Francistown)

Job purpose

The Technical Officer TB/HIV Care will be responsible for providing technical support to the Districts with the planning, implementation & evaluation of integrated HIV/AIDS Prevention, Treatment, Care and Support in line with ACHAP Vision and Botswana national Strategic Plan

Qualifications and experience

- Degree in Nursing, Public Health or related field
- Five (5) years' experience in TB/HIV program management and service delivery

15. Supervisor- Community Facilitators (2 positions Gaborone and Francistown)

Job purpose

This position will be responsible for supporting the Government of Botswana in the national expansion of community based TB and HIV interventions to engage communities towards coordinated action and collectively strengthen systems in place to improve their health and wellbeing including KAPs.

Qualifications and experience

- Diploma in Public Health, Nursing administration Social Sciences, Development Studies or related field
- Five (5) years' experience in TB and HIV program management and community based interventions

16. Community Facilitators (20 positions tenable in Gaborone, Palapye, Mahalapye, Tutume, Francistown, Gumare, Maun, Kweneng West, Kanye and Lobatse)

Job purpose

The purpose of this role is to promote sustained community and stakeholder commitment and participation in scaling-up good-quality community responses to achieve improved health outcomes greatly boosted through the involvement of community leaders emphasizing community-based prevention, support and the development of an enabling and responsive environment

Qualifications and experience

- Certificate in health related courses
- Diploma will be an added advantage
- Two (2) years' experience involved in Community based services

17. Receptionist

Job purpose

To provide efficient reception services to ACHAP and its customers.

Qualifications and experience

- BGSCCE
- Diploma in Reception or Secretarial Studies
- 5 years in a busy reception

Knowledge Skills and Attributes

The successful candidate will also have excellent, interpersonal, organizational, and cross-cultural skills; demonstrated ability to perform and prioritize a variety of tasks on short notice within designated deadlines;

- Planning

- Relationship management

Please note:

- For detailed information on each position visit our website: www.achap.org
- We will not consider applicants who have not indicated the location they wish to be posted to
- ACHAP will only respond to shortlisted candidates

Application letter and CV should be addressed to the attention of: The Human Resource and Administration Manager, Private Bag X033, Gaborone, Botswana. Applicants are encouraged to submit their applications electronically to: recruitment@achap.org. Alternatively, they can be hand delivered to:- ACHAP Head Office at Block 5, Plot 64511, Unit 1, Fairgrounds, Gaborone, Botswana.

Closing date for applications: 12:30 pm, 18th December 2015

www.achap.org