



## VACANCY ANNOUNCEMENT

ACHAP was established as a public-private community development partnership 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 almost two decades 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 is now an independent non-profit making corporation entity with a 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 seeks to appoint suitably qualified and highly motivated individuals with strong commitment to programme implementation to the following position:

### Programme Officer

#### Job purpose

The Programme Officer will be responsible for providing technical support to Government, to improve access to primary health care services, building the capacity of health care workers and manage Non Communicable Diseases (NCD) in Botswana.

#### Roles and responsibilities

- Builds the capacity of Health Care Workers (Nurses, Doctors) and Community Health Care workers to manage NCDs in Botswana
- Advocates for NCD mainstreaming in Botswana Health Care services and aligns them to the relevant national policies and guidelines
- Participates in the district Health Planning in order to influence the district plan through identification and prioritization of District needs with regards to management of NCDs
- Works with Primary Health Care services at the District level, monitor NCD morbidity and mortality and inform MOWH/MLG on reduction intervention strategies
- Coordinates the development of the technical support plan for the supported districts and ensures timely provision of this support to the field teams
- Supports curriculum development and training activities
- Maintains regular communication with the relevant Departments and Units, District teams, ACHAP and African Medical and Research Foundation (AMREF) on programme implementation
- Provides ongoing mentoring and coaching to Community Health Care workers in the development of strategies and approaches related to meeting ACHAP's objectives and targets
- Collaborates with the M&E department on data management and reporting for the operational areas
- Ensures timely implementation of agreed interventions
- Facilitates sharing of information and lessons learnt among the operational areas;
- Maintains and enhances relationships with a broad range of stakeholders, including: other development partners, partnering NGOs and the Government ministries among others;
- Performs any other duties assigned by the supervisor

#### Qualifications and experience

- Bachelor's Degree in Nursing.
- Masters in the Public Health, Social Sciences, Development Studies or related field will be an added advantage
- BQA Accredited Trainer
- Experience in Monitoring and Evaluation

In addition, she/he should demonstrate knowledge, skills and attributes of the following:

- Non Communicable Diseases
- A working knowledge in Training and Curriculum Development
- Strong commitment to programme Implementation

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

**Closing date for applications: 7<sup>th</sup> September 2018**