



VACANCY ANOUNCEMENT

Community Health Alliance Uganda (CHAU) formerly the International HIV/AIDS Alliance Uganda is a registered as a national Non-Governmental Organization (NGO). CHAU's portfolio of work spans technical and organizational capacity building of civil society organizations, community systems strengthening, SRHR/HIV integration, policy and advocacy.

Its mission is to drive the national civil society response to health and HIV/SRH challenges by leading strong community action. CHAU's work focuses on Most at Risk populations or key populations: who are usually vulnerable and may not have access to services and information. CHAU has a strategic partnership with the International HIV/AIDS Alliance – a UK-based International NGO. CHAU invites applications from suitably qualified individuals for the position of **Project Coordinator – EJAF Project**

Job Title:	Coordinator - EJAF Project
Reports to:	Head of Programs
Collaboration:	Collaborates with Programme, Finance and Grants team
Job Purpose:	To provide overall leadership of all CHAU Key population programs with special reference to EJAF deep engagement program and ensuring that the program meets overall program goal and objectives.

Key Result Areas	Duties & Responsibilities
1. Coordinate all implementing partners, stakeholders to mobilize, deliver and increase uptake of integrated SRHR services.	<ul style="list-style-type: none"> ▪ Work closely with IHAA in all aspects of project management and donor reporting ▪ Identify potential leaders and/or organizers among KPs and work with them to promote accessibility and utilization of health services by KPs

- Coordinate with all partners to Identify Peer KPs or Influence network agents and engage them in mobilizing KPs to access health services and information
- Coordinate with IPs to engage their peers to identify KP hot spots as essential venues for outreaches and moonlight programs.
- Oversee IP peer KPs, buddy networks, influence network agents (INAs) and community leaders to reach and promote integrated SRHR and HIV prevention and treatment related services among KPs and their social networks.

- Liaise with other CHAU IPs and other stakeholders to ensure coordinated program implementation including integrating key learning into other CHAU programs for enhanced KP programming.
- Ensure that the program has a functional referral system that responds to HIV/STI needs of KPs.
- Coordinate district entry meetings for the deep engagement program, ensuring that there is buy in from all stakeholders
- Coordinate the process of mapping of health facilities both private and public while working with lead project IPs in order to offer integrated SRHR/HIV services
- Coordinating between all the various departments which are at work on the project

- Keeping a close watch on the budgets of each for each department in line with the project
- Reporting to the management on the developments within the project

	<ul style="list-style-type: none"> ▪ Coordinate all implementing partners and ensuring that their capacity is built to deliver on the project ▪ Ensuring availability of harmonized project implementation activities among the IPs and other stakeholder
2. Consortium Coordination	<ul style="list-style-type: none"> ▪ Coordination of consortium activities, meetings and follow up emerging issues or actions ▪ Ensuring availability of harmonized project implementation activities among the IPs and other stakeholder
3. Working together with the BCC specialist ensure that IPs sensitize KPs, community leaders and groups in order to foster positive attitudes on SRHR services for KPs.	<ul style="list-style-type: none"> ▪ Initiation of actions aimed at breaking down self stigmatization among KPs. ▪ Health promotion including distribution of community mobilization materials to direct beneficiaries and intimate sexual partners ▪ Build rapport and trust in communities to promote increased uptake of SRHR/HIV at the model clinics. ▪ Ensure that that IP are furnished with relevant information regarding KP programming, and decisions of steering committee.
4. Donor reporting	<ul style="list-style-type: none"> ▪ Preparing regular reports and other briefs to donors, partners and other stakeholders on project implementation activities as delivered by the implementing partners
5. Budget tracking	<ul style="list-style-type: none"> ▪ Ensure regular budget tracking of the overall project ensuring that management is furnished with regular burn rates
6. Resource mobilization	<ul style="list-style-type: none"> ▪ Support CHAU resource mobilization drive through identification of fundable programs including development of concepts
7. Capacity Building	<ul style="list-style-type: none"> ▪ Working with the capacity building specialist, MEAL, and finance, to ensure that the different capacity needs of IPs

	<p>are strengthened.</p> <ul style="list-style-type: none"> ▪ Coordinate all implementing partners and ensuring that their capacity is built to deliver on the project
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Person Specification	
Qualification, experience and certification:	<ul style="list-style-type: none"> • Masters Degree in public health, Social Work and Social Administration, or Social Sciences. • Competency and skills in coordination, project management, SRHR and gender issues. • At least 3 years in a similar or relevant position
Knowledge, skills and abilities:	<ul style="list-style-type: none"> • Knowledge of Key population programming in Uganda • Knowledge on KPs, SRHR and HIV issues including policy, laws and guidelines available • Public relations and coordination skills • Excellent Communication Skills • Good Interpersonal Skills • Integrity • Good diplomatic skills & cross-cultural sensitivity • Good oral and written communication skills in English, including report writing. • Proven ability to develop effective, collaborative partnerships with other organizations. • Attention to detail. • Ability to organize and priorities work and to be methodical. • Ability to work on own initiative to deadlines and within a small integrated team. • Good team player

This Job Description covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff. Other tasks may be assigned as necessary according to organizational needs.

How to apply:

Interested applicants can seek for detailed job description from our website: www.chau.co.ug . Apply to the Executive Director, Community Health Alliance Uganda and Send CV, cover letter and academic documents to info@chau.co.ug. Hard copies will be accepted at our offices located at Plot 19, Kawalya Kaggwa Close Kololo. Women and PLWHIV are encouraged to apply

Application deadline: 5th March 2018

We thank you for taking interest in Community Health Alliance Uganda however if you don't hear from us four weeks after the deadline, consider you