



The International Charitable Foundation "Alliance for Public Health" announces external recruitment to fill the following position:

### **Senior Project Officer: HCV Treatment**

The International Charitable Foundation "Alliance for Public Health" is a leading non-governmental professional organization which makes a significant impact on the epidemics of HIV/AIDS, tuberculosis, viral hepatitis and other socially dangerous diseases in Ukraine in cooperation with state partners and civil society organizations through providing financial and technical support to relevant programs, which cover over 250,000 members of most vulnerable populations, which is the highest indicator in Europe. Alliance team includes over 100 professionals who are based in Kyiv

**PURPOSE:** to coordinate the programmatic activities within the project "Scaling up accessible and effective hepatitis C virus (HCV) treatment through community-based treatment model for most vulnerable populations in the resource constrained Ukraine" (further - Project) through analysis of HCV treatment programmatic planning and reporting system, monitoring of regional projects' activities implementation.

**Contract type:** civil contract

#### **Core requirements:**

- Knowledge and experience in: public health program, public health research, monitoring systems development.
- Understanding of challenging public health and policy environment of implementation of HCV treatment in Ukraine.
- Knowledge of Ukrainian health care system and civil society organizations capacities and limitations, legal framework.
- Understanding of Ukrainian health care monitoring and reporting system.
- Higher education: public health, social work, health management, etc.
- Extensive proven knowledge in program management
- Experience interacting with senior government and donor representatives
- Comfort with managing multiple assignments and working under pressure;
- Strong knowledge of research methodologies and techniques as well as understanding of epidemiologic context of Hepatitis and HIV/AIDS epidemic is a plus.
- High level of computer literacy (MS Office) is required.
- Strong communication and presentation skills. High level of interpersonal skills and integrity; solid team player.
- Strong analytical and report writing skills are required.
- Written and oral communication skills in Russian, Ukrainian and English are required.
- Ability to think clearly and precisely articulate is essential.

For additional information on the organization as well as its programmatic activities and the positions announced, please visit our web site: <http://www.aph.org.ua/>

**How to apply:** Please send your CV and a covering letter in English and Ukrainian/Russian to [vacancy@aph.org.ua](mailto:vacancy@aph.org.ua). Subject line should contain "ref: Senior Project Officer: HCV Treatment".

**Deadline for applications:** 6 pm, April 18th, 2016.

Only successful candidates will be contacted for an interview.

***The International Charitable Foundation "Alliance for Public Health" is committed to equal opportunities and welcomes applications from appropriately qualified people from all sections of the community. Qualified people living with HIV/AIDS are particularly encouraged to apply.***

## DESCRIPTION OF SERVICES

**Title:** Senior Project Officer: HCV Treatment  
**Department:** Treatment, Procurement and Supply Management  
**Team:** Treatment  
**Contract type:** civil contract

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### REQUIREMENTS:

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### DUTIES:

1. Supplementary support for the HCV treatment project team.
2. Coordinate and provide ongoing focused technical and educational support in related HCV treatment project activities at national, regional and local levels.
3. Develop and suggest if any improvements are necessary in organization of provision of medical and social support within the HCV treatment project.
4. Review technical quality of regional medical and social support to HCV treatment projects by overseeing and participating in site visits to country program locations to ensure appropriate technical assistance in program implementation, monitor progress and evaluate performance, review and analyse results, and recommend changes in implementation.
5. Develop and maintain a partnership with key experts, consultants involved in related activities in the country.
6. Supervise external consultants, companies and organizations providing relevant services or supplying medicines and other health products within the HCV treatment project.
7. Coordination of executive stage of operational research activities implementation.
8. At implementation level, coordinate sub-granting and sub-contracting process of needs assessments for additional data collection and proper analysis.
9. Sustaining all necessary project monitoring and reporting data, forms collection.
10. Monitor timely submission of sub-grantees reports.
11. Coordinate and organize visits of international experts, workshops, trainings and stakeholders meetings.
12. Support Project Manager: HCV treatment in conducting regular meetings with stakeholders in the field of HCV treatment.
13. Develop drafts of communication messages for social media, news for Alliance website etc.
14. Maintain close communication with the teams within Alliance relevant to HCV project implementation.
15. Contribution to the writing of Hepatitis related project proposals, which submitted by Alliance to the donors.
16. Participation in writing articles for national or international scientific journals based on the operational research findings or overall project outcomes
17. Process internal documents.

18. Implementation of other duties imposed by the Project Manager: HCV treatment and required for the successful activity of the department.
19. Perform other duties as required.

**AUTHORITIES**

**Budget Authority:**

No

**SUPERVISION OF STAFF:**       None

**REPORTS TO:**                   Project Manager: HCV Treatment