



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

Senior Project Officer: Mental Health

The International Charitable Foundation "Alliance for Public Health" (Alliance) is a leading non-governmental professional organization which makes a significant impact on the epidemics of HIV/AIDS, tuberculosis, viral hepatitis, and other dangerous diseases in Ukraine in collaboration with key state partners and civil society organizations through providing financial and technical support to relevant programs covering over 300,000 members of the most vulnerable populations in Ukraine, which is the highest coverage in Europe.

JOB PURPOSE: to ensure effective implementation of assigned activities related to HIV prevention, detection, care and treatment, including SUD and mental health disorders treatment at the national and regional level in close collaboration with relevant governmental and non-governmental organizations, as well as activities related to the development of technical and organizational capacity of local partner organizations implementing programs in the field.

REQUIREMENTS:

- 2 years of experience in HIV prevention, care and support including overseeing the development and implementation of HIV/AIDS programs in Ukraine;
- 2 years of experience in mental health area (work in HCFs; participation in drafting and development of National Concept on Mental Health; development and implementation of educational activities (Medical Universities, Universities of Postgraduate education), participation in researches on mental health disorders among PWID etc.);
- Strong commitment to confronting HIV/AIDS and motivation to work;
- Working experience with/in HIV-service organizations, local NGOs, governmental, and/or international institutions;
- Knowledge of epidemiological situation and specific characteristics of HIV/AIDS programs in Ukraine (desirable);
- Relevant University degree (Public Health, Social Science, Medicine etc.);
- Excellent command of written and spoken Ukrainian, Russian and English;
- High level of computer literacy, including all standard office applications including Excel;
- Ability to perform assigned tasks independently. Ability to meet tough and multiple deadlines.
- Readiness to travel within Ukraine.

We offer: work in a dynamic organization with encouraging working environment, attractive remuneration and benefits package, opportunities for professional and career development and growth.

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. Subject line should contain "ref: **Senior Project Officer: Mental Health**".

Deadline for applications: 6 pm, November 22d, 2018.

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 vulnerable groups devoted to Public and Personal Health issues.

JOB DESCRIPTION

Job Title: Senior Project Officer: Mental Health

Department: TPSPM

Position Type: full-time, fixed-term

Band: 4

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DUTIES:

1. Manage day-to-day technical, administrative and financial operations related to assigned activities;
2. Implement project improvements and innovations based on available evidence;
3. Coordinate all aspects of Alliance-funded activities, monitor and evaluate Alliance-funded projects implemented by partner organizations in the field, provide focused technical support to the Alliance partners;
4. Coordinate and implement project activities in the area of mental health (trainings, meetings, procurement procedures, data analysis);
5. Coordinate general program communication with the partners, including regular meetings with partners;
6. Monitor timely submission of reports and other relevant documentation from partners;
7. Contribute to the development and implementation of plans for the delivery of technical assistance to partners;
8. Provide ongoing remote and on-site mentoring of partners in relation to various phases of project implementation including assessments, intervention design and evaluation;
9. Suggest appropriate structural, managerial, financial and programmatic solutions to achieve optimal results at Alliance and partners' level;
10. Participate in other research projects of Alliance and coordinate activities with other research projects (OST, TB, hepatitis).
11. Collect, process, analyze and present relevant information required to ensure effective implementation of the assigned activities;
12. Work with the rest of the Alliance team to identify and utilize synergies in working activities;
13. Contribute to the evaluation and strategic review of the Alliance programs;
14. Attend relevant professional meetings to exchange information and represent the interests of the Alliance in the assigned areas;
15. Contribute to preparation of reports to donor agencies and other relevant institutions as appropriate;
16. Support TPSPM Director in conducting regular meetings with stakeholders;
17. Process internal documents;
18. Undertake other duties as required.

REPORTS TO:

TPSPM Director

Functional authorities:

Develop and ensure the implementation of project.

Budget authority:

Yes

Budget Holder of Mental Health project

HAS A SAY IN

- Project development and budget preparation
- Negotiations with Donors

SUPERVISION OF STAFF: N/A

COOPERATION WITH:

- TPSM