

Employment Opportunity

The Respiratory Society of Kenya (ReSoK) is a professional association with a mission to promote better lung health in Kenya. The organization is seeking applications from suitably qualified candidates to fill the positions of PPM Regional Coordinators in the three regions in a public-private mix (PPM) for “**USAID Tamatisha TB Activity**” project funded by the USAID through Centre for Health Solutions. The project to be implemented in 16 high TB burden counties with high urban populations however these positions will implement in the four counties **Nakuru, Kericho, Meru and Tharaka Nithi** and will focus on the engagement of non-state healthcare providers including chemists and stand-alone laboratories. The objective is to improve access to quality tuberculosis services in the non-state sector while contributing to finding the missing persons with TB.

Job Title:	PPM Project Coordinator (3 positions)
Reports to:	Project Manager
County of Coverage	1. Nakuru/Kericho Counties 2. Meru County 3. Tharaka Nithi
Contract type	Fixed term
Overall job function: The position is responsible for providing overall leadership in design and effective implementation of PPM project. S/he ensures effective and efficient Program development, implementation, and management (including operations and administration) of the organization’s projects in all the target areas. The incumbent will work in close collaboration with SMT to articulate both organizational and program Policy & guidelines and influencing the roll-out of the same. The position also provides overall technical and programmatic oversight for all activities implemented through direct or indirect support which includes responsibility over project design.	
Roles:	<p>The Project Coordinator will:</p> <ol style="list-style-type: none"> 1. Support the development and implementation of the ReSoK’s PPM strategies 2. Spearhead and oversee the development and implementation of strategies that support program work in ReSoK in accordance with the results-based management (RBM), including monitoring and evaluation (M&E). 3. Facilitate the development of annual operation plans, work and activity plans, management plans and budgets and controls 4. Manage the overall technical program planning, implementation, quality assurance and monitoring of field activities. 5. Facilitate development, implementation and periodic review of Program standards, policies, systems and procedures. 6. Ensure compliance with ReSoK’s guidelines, policies and procedures on program implementation, management and administration. 7. Participate in resource mobilization efforts to identify opportunities and lead proposal development in consultations with the Executive Director and the Resource Mobilization Unit. 8. Develop and maintain productive relationships including representation in relevant forums and meetings with key stakeholders (e.g. community, government department and agencies, other NGOs, private sector

	<p>organizations, foundations, and partners) from local, county, national level and international levels.</p> <ol style="list-style-type: none"> 9. Ensure the organization maintains effective monitoring and evaluation systems. 10. Monitor program implementation through regular contact and field visits. 11. Provides technical assistance through research, documentation, review and/or writing technical and best practices. 12. Plan, organize and coordinate project work including establishing and maintaining linkages with participating health facilities and other stakeholders 13. Coordinate needs assessment in target facilities/providers within the project area and develop customized action plans 14. Identify training needs/gaps and plan for relevant training of health care providers in the project area 15. Supervise, monitor and support the implementation of all the activities of the project staff under their supervision 16. Ensure availability, dissemination and promote the use of relevant policies, disease management guidelines and recording and reporting tools by private providers 17. Train and provide technical support to healthcare providers in the network to ensure high-quality TB care and services in target facilities 18. Work with County & Sub-County teams to ensure optimal implementation of project activities and achievement of project targets 19. Document best practices and important learnings from the project 20. Participate in and provide substantive support to relevant stakeholder forums, share learnings, best practices, and experiences from the project 21. Prepare and share regular reports on project activities and results with ReSoK management and the Donor 22. Document best practices by different providers and cross learning within the project 23. Represent the organization in county and sub-county stakeholder forums relevant to the project <p>Perform other duties that may be assigned from time to time</p>
<p>Qualifications & experience</p>	<ul style="list-style-type: none"> • A bachelor's degree in Nursing, Clinical Medicine, Public Health or related health equivalent • MBA or master's in public health or health related discipline would be an added advantage • At least 3 years' experience working in a TB/HIV project/ program • Proven experience and familiarity with the private healthcare system • Familiarity with the project areas • Proven experience working with the county Health system structures

Required skills	<ul style="list-style-type: none">• High level of integrity• Computer literacy and ability to use electronic data collection apps• Energetic and positive attitude with strong interpersonal skills• Close attention to detail• Ability to communicate verbally effectively and professionally.• Ability to clearly and effectively present information one-on-one and in groups.• Ability to work independently and as part of a team
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Application Information:

If your profile fits any of the above positions, please submit your application including your preference region of implementation, a detailed Curriculum Vitae and cover letter, summarizing your suitability for the position and salary expectations. Include your email address, telephone contacts and names and contacts of three (3) Referees (at least one must be a professional who has supervised you at some point).

Submit applications to recruitment@resok.org indicating your name and the job title on the email subject line. Hand delivered applications will NOT be accepted.

Deadline for applications

The deadline for application is **21st August 2024**.

Terms and conditions

- Only candidates shortlisted for interviews will be contacted
- All employment decisions are made on the basis of job requirements, qualifications and merit.
- Canvassing will lead to automatic disqualification

