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|  | **UNITED NATIONS CHILDREN’S FUND****JOB PROFILE** |

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| **I. Post Information** |
| Job Title: **Health Officer, HIV** First level Supervisor: **Health Specialist MNH**Second level supervisor Title/ Level: **Health Manager, MNCAH and HIV**Organizational Unit: **Programme**Post Location: **Abuja, Nigeria** | Job Level: **NOB**Job Profile No.: CCOG Code:Functional Code:Job Classification Level: (For non GJP) |

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| II. Organizational Context and Purpose for the job |
| The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programmes, in advocacy and in operations. UNICEF’s HIV response for children and their mothers aims to ensure that neither age, poverty, gender inequality, nor social exclusion determine access to life-saving HIV prevention, treatment and care. UNICEF and its partners’ responses ensure all children are born free of HIV and remain HIV-free for the first two decades of life, from birth through adolescence. Mother-to-child transmission is the second most common mode of acquiring HIV and accounts for about 10 per cent of all new HIV infections. Even though access to PMTCT and Pediatric HIV interventions has improved, weak integration with MNCH services has contributed to low coverages for Early Infant Diagnosis, prophylactic antiretroviral therapy, low Pediatric HIV case finding, linkage and retention to antiretroviral therapy. UNICEF aims to strengthen coherence between policies, strategies, implementation guidelines and workplans for integrated MNCH and HIV service delivery, increase health workers’ capacity to deliver quality antenatal care, skilled attendance during childbirth and postnatal care, scale up essential newborn care, promote care for small and sick newborns and integrate PMTCT and pediatric HIV and MNCAH services equitably delivered at PHC and community levels including in humanitarian and emergency context. Under the UN Joint Team on AIDS, UNICEF is mandated as the lead agency for PMTCT/Paeds AIDS (together with WHO). In this capacity, UNICEF shall lead the UN to support the Federal Ministry of Health through the two disease programs for HIV (NASCP) and TB (NTBLCP) under the Department of Public Health (DPH). The DPH is leading efforts with country stakeholders to address gaps in PMTCT, EID and pediatric ART and TB treatment. In addition to commitments as a member of the Global Health Alliance to end AIDS in Children, Nigeria has set ambitious targets to address these gaps, backed by robustly funded implementation plans supported by the Global Fund, PEPFAR and the Government.**Purpose for the job:** Under the supervision of the **Health Specialist, Maternal and Newborn Health** and the general oversight of the **Health Manager, MNCAH/HIV**, the Health Officer (PMTCT/Paediatric AIDS) provides technical, operational and administrative assistance throughout the programming process for PMTCT/Paediatric AIDS programmes/projects (including linkages with Adolescent HIV) within the Country Programme. This includes planning, preparing, executing, managing and implementing a variety of technical and administrative program tasks to facilitate programme development, implementation, programme progress monitoring, evaluating and reporting of results. The Health Officer will also be supporting FMOH for the timely implementation and reporting of PMTCT-Peads AIDS robustly funded by the Global Fund, PEPFAR and the Government. |
| III. Key function, accountabilities and related duties/tasks  |
| **Summary of key functions/accountabilities:** 1. **Support to programme development and planning**
2. **Programme management, monitoring and delivery of results**
3. **Technical and operational support to programme implementation**
4. **Networking and partnership building**
5. **Innovation, knowledge management and capacity building**
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| **Support to programme development and planning*** Support the update of situation analysis, development, design, and management of the PMTCT/Paeds AIDS components of the MNCAH programme.
* Contribute to the development/establishment of the health section programme goals, objectives and strategies and results-based planning through analysis of HIV needs and areas for intervention and submitting recommendations for priority and goal setting.
* Support DPH/DFH/NPHCDA to convene regular joint meetings/conversations to review progress on service integration and service coverage, including situations are functional.
* Strengthen PMTCT and pediatric HIV indicators in MNCAH performance monitoring tools and review meetings by technical working groups and coordination platforms such NEMCHIC and RMNCAEH+N
* Prepare required documentation/materials to facilitate the programme review and approval process.
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| **Programme implementation, monitoring and delivery of results*** Participate in monitoring and evaluation exercises, programme reviews and annual reviews with government and other counterparts to assess programmes/projects and to report on required action/interventions at the higher level of programme management.
* Provide technical support for the conduct of the Annual Review of the National PMTCT/Pediatric HIV scale-up plan – as a strategy for national tracking and knowledge management.
* Facilitate Learning collaboratives through supporting analysis, evidence generation, sharing lessons from within Nigeria and sharing experiences from other countries; and ensuring global guidance/standards are followed (such as compliance to the updated WHO guidance on HIV testing/three test algorithm).
* Monitor and report on the use of sectoral programme resources (financial, administrative, and other assets) and verify compliance with approved allocation/goals, organizational rules, regulations/procedures, donor commitments, and standards of accountability and integrity.
* Prepare regular/mandated sectoral programme/project reports for management, donors, and partners to inform them of programme progress.
* Support the management of PMTCT/Paeds AIDS grants and projects with timely implementation, reporting, and ensuring compliance with UNICEF and donor requirements.
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| **Technical and operational support to programme implementation*** Provide technical and strategic support in operationalizing national policies, strategic documents, and action plans related to PMTCT/Paeds AIDS.
* Provide technical support to DPH/DFH/NPHCDA and coordination of integration of PMTCT/Paed AIDS into primary health care and the broader RMNCH structures.
* Provide technical support at federal and state levels to ensure that implementation guidelines, protocols and work plans align with the revised policies and strategies to deliver integrated MNCAH/PMTCT and pediatric HIV services.
* Provide technical support to NASCP/NTBLCP in coordination and knowledge management of a national Retention in care/Pediatric case-finding program.
* Provide technical support for Nigeria’s reporting on the Global Health Alliance to end AIDS in Children
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| **Networking and partnership-building*** Contribute to sustaining effective close working partnerships with relevant sector government counterparts and national stakeholders through actively sharing information and knowledge to facilitate programme implementation and build the capacity of stakeholders to achieve programme goals.
* Draft communication and information materials for CO programme advocacy to promote awareness, establish partnerships/alliances and enhance resource mobilization for UNICEF HIV programmes/projects.
* Participate in appropriate inter-agency (UNCT) meetings/events.
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| **Innovation, knowledge management and capacity strengthening*** Identify, capture, synthesize and share lessons learned for knowledge development and to build the capacity of stakeholders.
* Identify innovative approaches and promote good practice (including digital approaches) to support the implementation and delivery of concrete and sustainable PMTCT/Paeds AIDS results.
* Participate as a resource person in capacity-building initiatives to enhance the competencies of clients/stakeholders.
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| IV. Impact of Results  |
| The efficiency and efficacy of support provided by the Health Officer to programme preparation and planning and implementation of HIV/AIDS-related programmes/projects contribute to accelerating UNICEF and national development efforts to eliminate new HIV infections among children and to provide life-saving protection, care and support to children and their families affected by AIDS that in turn contribute to achieving UNICEF’s vision, commitment and goal to an AIDS-free generation that starts with children and the “Three Zeros” – zero new infection, zero deaths and zero discrimination.Specifically, this support shall all contribute to efforts aimed at addressing, (i) outstanding programmatic gaps in PMTCT and Pediatric care (ii) challenges with reporting and improving programme efficiency through integration) and (iii) tracking of national and subnational data systems. |
| V. Competencies and level of proficiency required (based on UNICEF Professional Competency Profiles) |
| **Core Values** * Care
* Respect
* Integrity
* Trust
* Accountability

**Core Competencies*** Nurtures, Leads and Manages People (1)
* Demonstrates Self Awareness and Ethical Awareness (2)
* Works Collaboratively with others (2)
* Builds and Maintains Partnerships (2)
* Innovates and Embraces Change (2)
* Thinks and Acts Strategically (2)
* Drives to achieve impactful results (2)
* Manages ambiguity and complexity (2)

**Functional Competencies** * Analyzing (2)
* Applying technical expertise (2)
* Learning and researching (2)
* Planning and organizing (2)
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| **VI. Recruitment Qualifications** |
| Education: | A University Degree in public health, pediatric health, family health, health research, global/international health, health policy and/or management, environmental health sciences, biostatistics, socio-medical, health education, epidemiology or other health related sciences is required |
| Experience: | A minimum of 5 years of professional experience in PMTCT/Paeds AIDS planning and management and/or in relevant areas of health care, health/emergency preparedness at the international level and/or in a developing country is required. Experience in PMTCT/Paeds AIDS programme/project development in UN system agency or organization is an asset. |
| Language Requirements: | Oral and written proficiency in English is required. Knowledge of another official UN language or a local language is an asset |