

TEMPORARY APPOINTMENT: HIV Specialist (Adolescents)	
UNICEF Malawi Country Office and specifically the Health & HIV Section is seeking to engage a HIV Specialist (Adolescents) on a temporary appointment to support with Adolescent HIV programming in close collaboration with the Education, Adolescents Development and Participation (EADP) section, with a focus on supporting the provision of Technical Assistant to enhance the quality of Global Funds Adolescent Girls and Young Women programme investments.	
Engagement contract	Temporary Appointment
Post Level	NOC
Location	Malawi - Lilongwe
Duration	364 days
Supervisor	Direct line supervisor, MNH and HIV Manager and matrixed to the Chief of Education
Funding details	WBS: 2690/A0/06/021/002/061
	Validity date: 31 Dec 2023
	Grant: SC 210372

1. ORGANIZATIONAL CONTEXT

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programs, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children’s rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education, and protection of a society’s most disadvantaged citizens — addressing inequity — not only will give all children the opportunity to fulfill their potential but also will lead to sustained growth and stability of countries. Therefore, the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

Strategic office context: The overall goal of the UNICEF Malawi Country Programme of Cooperation, 2019-2023, is to contribute to the Government of Malawi’s efforts to implement and decentralize policies related to children, focusing on the most disadvantaged and deprived, to have their rights progressively respected and fulfilled so they can survive, grow and develop to their full potential in an inclusive and protective society. The country programme is aligned with country and UNICEF regional and global priorities and expected to contribute to the Malawi Growth and Development Strategy (MGDS) III, 2018-2022, and the United Nations Development Assistance Framework (UNDAF), 2019-2023, while concurrently working toward the achievement of the Sustainable Development Goals (SDGs).

In Eastern and Southern Africa (ESA), 62% of the population is less than 24 years and an estimated 26% of new HIV infections occur among adolescent girls and young women (AGYW), aged 15-24 years.¹ In Malawi, just under 30% of all new infections occur among young people, 60% of which are attributed to young women.² HIV prevalence rates among young women are also more than twice as high compared to young men.³ High rates of sexual and physical violence, poor knowledge of HIV prevention and low levels of awareness status amongst HIV positive young women, coupled with risk factors, including poverty, gender inequality, stigma and harmful social norms place AGYW at increased risk of acquiring HIV and other sexually transmitted infections.^{4,5}

There is an urgent need to scale-up interventions that work across sectors to address the structural drivers and social determinants that increase risk of HIV acquisition amongst AGYW. To enhance quality and efficiency of AGYW programming, the Global Fund has operationalized an Adolescent Girls and Young Women Strategic Initiative (AGYW-SI). As a trusted leader on adolescent and HIV policy, data and programming, UNICEF will be working with the Global Fund to provide technical assistance (TA) and strengthen Global Fund AGYW grant implementation in priority countries. Country level support to identify, support implementation and monitor this TA is required.

As UNICEF also supports adolescents who are in school with information on sexual and reproductive health and research (SRHR) and HIV, there is need to strengthen the platforms that are used for disseminating such information. School health clubs (SHCs) are widely accepted by adolescents as a good method of accessing information, as well as a potential opportunity to increase parental involvement.⁶ Although this is the case, most health clubs are inactive and lack materials to fully operate, hence need to be revised, supported, and monitored.

2. PURPOSE OF THE JOB

Under the overall guidance and direction of the MNH and HIV Manager, the HIV Specialist (Adolescents) is expected to provide technical guidance, operational support, and coordination throughout all stages of programming to facilitate the management and delivery of results through key global, regional, and country partnerships for adolescent's HIV.

The purpose of this temporary appointment is to specifically support the UNICEF Malawi Country Office with the delivery of Adolescent HIV programming in close collaboration with the Education, Adolescents Development and Participation (EADP) section, including technical assistance to the Global Fund AGYW Principal Recipient (PR) and Sub Recipient's (SRs).

The incumbent will function in a matrix management structure, where there will be a matrixed reporting line. The incumbent will report directly to MNH and HIV manager while providing technical support to Education section under the matrixed supervision of the Chief of Education.

¹ UNAIDS. Spectrum Estimates; 2020. aidsinfo.unaids.org

² UNAIDS '[AIDSinfo](#)'

³ UNAIDS '[AIDSinfo](#)'

⁴ Ministry of Health Malawi/PEPFAR (2018) '[Malawi Population-Based HIV Impact Assessment: MPHIA 2015-2016: Final report](#)', p.119

⁵ Population Reference Bureau (2014) '[Malawi Youth Data Sheet](#)' [pdf]

⁶ Population Council. 2009. 'Despite Laws, Too Many Girls Marry Early'. Population Briefs 15(3)

3. KEY FUNCTIONS, ACCOUNTABILITIES AND RELATED DUTIES/TASKS

The HIV Specialist (Adolescents) is expected to provide technical support as part of the Health & HIV as well as the Education section teams and in partnership with counterparts and partners with a specific focus on the following elements:

1. Support to programme development, planning, management, monitoring, and delivery of results

- Identify, support implementation, and monitor technical assistance (TA) requests from PRs/SRs within the Global Fund AGYW Strategic Initiative partnership.
- Lead and manage the recruitment and contractual processes of consultants at country level.
- Provide timely inputs and response to Quality Assurance Plans, including regular support, and updating of the Implementation Support Plan, Delivery tracking tool and TA tracking tools.
- Actively monitor the development and progress of TA deliverables, ensuring timely communication of bottlenecks and challenges affecting planned timeframes and ensuring high-quality inputs for assurance and finalization that are in line with agreements and feedback per UNICEF and Global Fund agreements.
- Organize, participate, and contribute to review, validation and reporting meetings and activities with UNICEF CO and RO, Global Fund AGYW core team and country teams, PRs/SRs, and other partners as necessary for deliverable finalization.
- Support the development and timely submission of all Global Fund AGYW partnership workplans, budgets, reports and other donor and administrative agent requirements to UNICEF RO, GFTC and other partners.
- Contribute to the design and update of adolescent HIV situation analysis and assessments towards Malawi country office country programme document, UNSCF and other country planning processes.
- Participate in strategic programme discussion to provide input and operational support to the development of integrated HIV programmes.
- Advocate for disaggregation of HIV programme data to capture the adolescent cascade in order to facilitate evidence-based planning for integrated adolescent services.
- Actively monitor programmes/projects through field visits, surveys and/or exchange of information with partners/stakeholders to assess progress, identify bottlenecks and potential problems and take timely decisions to resolve issues and/or refer to relevant officials for timely resolution.
- Prepare regular programme reports for management, donors and partners to keep them informed of programme progress.

2. Technical support to programme implementation and quality assurance

- Provide technical guidance and operational support to government counterparts, NGO partners, UN system partners and other partners/donors on UNICEF policies and strategies on the adolescent HIV response.
- Conduct reviews, validation, and technical meetings on Global fund AGYW TA program with all the stakeholders to ensure agreement of high quality and shared deliverables.
- Provide technical expertise for implementation of an integrated programme for adolescent health and development, such as SHCs including subsectors of water, sanitation and hygiene (WASH), child protection, education and nutrition.
- Provide technical assistance to Government for effective implementation of jointly agreed upon strategic frameworks including the cross-sectoral Adolescent Girls and Young Women (AGYW) strategy
- Provide technical assistance to the Government for the effective implementation of the joint UN Education Plus Initiative

3. Knowledge management, advocacy, communication, and partnerships

- Keep abreast, research, benchmark and implement best and cutting-edge practices in HIV management and information systems for adolescents. Institutionalize and share best practices and knowledge learned.
- Build strong network and partnerships through participation and/or represent UNICEF in appropriate inter-agency discussions and planning on HIV and related programmes ensuring that UNICEF position, interests and priorities are fully considered and integrated in the UNDAF processes and reporting instruments
- Prepare HIV programme documentation for the Country Office Adolescent HIV Programme.
- Innovation, knowledge management and capacity building, applying good practice to build the capacity of partners and stakeholders and to support the implementation and delivery of concrete and sustainable programme results for adolescents.
- Collaborate with Government and partners to secure buy-in and monitor implementation of the Adolescent framework with interest in advocacy to deliver results for the adolescent HIV and AIDS response.

Expected Deliverables:

- As an active UNICEF team member, efficient, timely, responsive, client-friendly, and high-quality support rendered to UNICEF and its beneficiaries in the accomplishment of her/his functions, including engagement with government partners, CSOs, PRs/SR and donors.
- Benchmarked activities in the AGYW workplan are effectively and timely implemented, monitored and reported.
- Convene and coordinate all platforms/forums/networks of stakeholders implementing the AGYW workplans in line with the NFM3 grant application to the Global Fund
- Technical support to the AGYW Secretariat and effective participation in AGYW technical meetings to ensure policies on adolescents are aligned with national policies and with UNICEF mandate on AGYW.
- Technical support to the crosscutting technical working group with respect to HIV programming in schools and communities, including close collaboration with UNESCO on the finalization of the national life skills curriculum with comprehensive sexual education and SRHR components.
- Effective coordination of adolescent HIV programming between different ministries and departments i.e. Ministry of Health Department of HIV/AIDS and Reproductive Health Unit, Ministry of Education Department of School Health, Nutrition and HIV/AIDS, National AIDS Commission, GFATM Country Coordination Mechanism, United States Government President's Emergency Program for AIDS Relief Country Operational Plan and Umoyo Wathu through participation in different forums including technical working groups.
- Support AGYW-friendly HIV/SRHR/SGBY services for in and out of school adolescents especially girls
- Support MoE in rebranding of AIDS Toto clubs as per MoE priorities in the NESIP, including finalization of SRHR resource pack, including the finalization and implementation of the school health club guidelines
- Improved M&E data collection tools, quality or internal and external evaluations, assessments, and donor reports with improved learning for the adolescent HIV program
- An internal strategy for operationalizing an integrated adolescent HIV and Health strategy with accompanying advocacy and resource mobilization materials for the UNICEF Country Programme (2024-2028).
- Age, Gender and Diversity (AGD) perspective is systematically applied, integrated, and documented in all activities throughout the assignment

4. COMPETENCIES

Core Values

- Care, Respect, Integrity, Trust and Accountability

Core Competencies

- Demonstrates Self Awareness and Ethical Awareness (1)
- Works Collaboratively with others (1)
- Builds and Maintains Partnerships (1)
- Innovates and Embraces Change (1)
- Thinks and Acts Strategically (1)
- Drives to achieve impactful results (1)
- Manages ambiguity and complexity (1)

5. QUALIFICATIONS

Education:

- Advanced university degree in public health, paediatric/adolescent health, social sciences, epidemiology, or related field.

Experience:

- At least 5 years of professional experience at national and international levels, including field experience and expertise in adolescent HIV and Sexual Reproductive Health and Rights programming or related field in Eastern and Southern Africa.
- Relevant experience in low-resource settings, knowledge management, program/project development and management in a UN system agency or organization is an asset.
- Demonstrated experience in providing technical assistance and capacity building in SRH/HIV programming for adolescent girls and young women, including monitoring and results-based management
- Demonstrated experience in gender transformative programming and social behavioral change at community level will be an asset





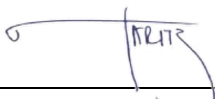
Expected technical knowledge and skills:

- Demonstrated skills in HIV/SRHR programme management and coordination in a multistakeholder environment at the National level
- Demonstrated ability to working in a multicultural environment and establish harmonious and effective relationships.
- Field experience with HIV, SRHR and SGBV data collection and pathway analytics would be an asset.

Language:

- Excellent English oral and written communication skills is required

6. ENDORSEMENT OF TERMS OF REFERENCE:

Function	Name	Signature	Date	Comment
Prepared by	Aaron Mdolo, HIV & AIDS Specialist		10 May 2022	
Reviewed by	Ronelle Sasser, Human Resource Specialist		10 May 22	
	Mesfin Senbete, OIC MNH and HIV manager		12 MAY 2022	
Endorsed by	Michele Paba OIC Deputy Representative		12.5.22	
Approved by	Gerrit Maritz OIC Representative		13.05.2022	