



**SOCIETY FOR FAMILY HEALTH
EXCITING JOB VACANCIES**

Society for Family Health (SFH) is one of the leading public health non-governmental organizations (NGOs) in Nigeria, implementing programmes in Reproductive Health/Family Planning, HIV and AIDS prevention, treatment, care and support, primary health care system strengthening and Maternal and Child Health. SFH works in partnership with the Federal and State Governments of Nigeria, the Global Fund, United States Agency for International Development (USAID), Department for International Development (DFiD), Bill and Melinda Gates Foundation, among other international donors. We seek to recruit qualified persons as a result of growth in the organization. We offer professional opportunities for career advancement, a good working environment and competitive remuneration. We require competent candidates for the following positions:

Research, Measurement and Evaluation Manager – (based in Gombe)

Project: MNCH/Gates2 Project

Duration of Contract: One (1) year

Application email: RMEMgr@sfnigeria.org

Job Profile:

- The successful candidate shall be responsible for coordinating M&E activities at the field level for the project and provide assistance to the M&E advisor at the HQ
- S/He will support all research activities for the MNCH project.
- S/He will support the M&E Advisor in the preparation of analytical reports, human-interest stories and case studies for the project.
- S/He will support the M&E Advisor to pool, analyze and disseminate field level programmatic data to end users.
- Provide strategic technical assistance to state agencies and CSO partners on the state response on M&E through capacity building.

Qualifications/Experience:

1. Must possess a First Degree in social/health sciences with at least six (6) years post NYSC experience.
2. Must possess at least three years of working experience in Research or M&E fieldwork.
3. Must have experience in working as part of the core research team of a research study.
4. Must have experience in managing other M&E officers at a supervisory level
5. Must possess excellent interpersonal and communication skills
6. Computer proficiency, including Microsoft Word and Excel applications.

Senior Research, Measurement and Evaluation Officer – (based in Abuja)

Project: SIFPO/LEAP Project

Application email: SRMEOff@sfnigeria.org

Job Profile:

- The successful candidate shall be responsible for providing technical oversight for the conduct of the research work for SIFPO and LEAP Projects
- S/He will support the design of the research work within the projects
- S/He will ensure the smooth running of research study and fieldwork by developing systems to track projects including all study, investigator and ethical review board information, client/participant recruitment activity and financial management.
- S/He will liaise with other staff within the project to ensure that services within the project, with impact on the research, are carried out.

- S/He will track project deliverables through routine MIS system and analyze routine data to assist in preparation of project and research reports.
- S/He will ensure compliance with study protocols and SOPs, train at start-up and initiation meetings for research staff.
- S/He will support PIs in developing study budgets and be involved in budget planning, resource allocation and preparation of quarterly reports.
- S/He will undertake any other responsibility delegated by the supervisor.

Qualifications/Experience:

1. Must possess a First Degree in social/health sciences with at least three (3) years post NYSC experience.
2. Must possess at least one year of working experience in Research or M&E fieldwork.
3. Must have experience in working as part of the core research team of a research study.
4. Must have experience in managing other M&E officers at a supervisory level.
5. Must possess excellent interpersonal and communication skills.
6. Computer proficiency, including Microsoft Word and Excel applications.

Senior Procurement Officer – (based in Abuja)

Application email: SPOff@sfnigeria.org

Job Profiles

This is a Senior Officer position reporting to the Deputy Procurement Manager. The position will complement the Deputy procurement manager's role while focusing on dispatching of tender documents, bid opening, bid maintenance on SAP ERP system, vendor/supplier management and process documentation.

Qualifications/Experience:

1. Must possess a first degree in a relevant field.
2. Must possess a minimum of three (3) years of demonstrated experience in purchasing and supply/procurement function
3. Must have hands on experience in the use of SAP ERP for procurement business solutions.
4. Must be literate and versatile in Microsoft, Excel and/or Access packages
5. Must possess good analytical and interpersonal skills.
6. CIPSN/CIPS certification will be of added advantage.

Human Rights and Advocacy Specialist – (based in Abuja)

Project: GF HIV

Application email: HRAS@sfnigeria.org

Job Profile:

- The successful candidate will provide highly technical support to program activities across communities and state structures.
- S/He will be responsible for promoting Human rights, identifying and tracking socio-legal barriers to access to services.
- S/he will be responsible for facilitating the adoption and implementation of laws and policies, that improve access to HIV and AIDS services by the vulnerable persons, including key populations
- S/He will also articulate, plan, implement and follow up on targeted advocacy to gatekeepers, stakeholders and government agencies to enhance programme deliverables.
- S/He will provide support to the Desk officers, PACA, and the Legal liaison between SACA and the Ministry of Justice.
- S/He will create an enabling environment for smooth implementation of activities at the community level.

Qualifications/Experience:

1. Must possess a University degree in social sciences, its equivalent in Law. A relevant Master's Degree will be an added advantage.
2. Must possess a minimum of five (5) years working experience in Health and sector especially in managing HIV Programme.
3. Experience working on advocacy issues particularly those affecting vulnerable populations is an advantage
4. Must have passion for the job and readiness to go the extra mile.
5. Must have good analytical and critical thinking skills.
6. Must have excellent people management and motivation skills.
7. High level of integrity
8. Accountability and ownership of tasks and results is essential for this role.

Laboratory Scientist/Quality Specialist – (based in Abuja)

Project: Global Fund HIV Project.

Application email: LSQS@sfnigeria.org

Job Profile:

- The successful candidate will be responsible for ensuring that all laboratory services provided by the project are in accordance with the national guidelines and meet the minimum standards for good laboratory services.
- S/He will be responsible for establishing and/or supervising all laboratories and laboratory services within the Global Fund HIV project.
- S/He will supervise and ensure the medical care provided in these health facilities include disease-specific components such as HIV/AIDS care and treatment; treatment of co-infection of HIV with Tuberculosis, Hepatitis screening and management of sexually transmitted infections follows all set standard procedures.
- S/He will ensure quality control as a major responsibility on the project.
- S/He will be involved in training and supervising local staff, oversee the HIV testing being carried out in the community by the HIV counsellors and testers contracted by the project to reach the testing targets of the project

Qualifications/Experience:

1. Must possess a degree or its equivalent in clinical/medical laboratory science or in microbiology with applied medical parasitology and bacteriology. Alternatively, person may have held a position as a medical laboratory scientist, laboratory technologist or medical laboratory analyst,
2. Must possess a minimum of 5 years' relevant post-qualification experience working in laboratory offering specific tests for ART treatment monitoring.
3. Must have experience in sample collection and analysis (e.g. blood, stool, sputum)
4. Experience in developing and coordinating a supply management system
5. Knowledge of all basic laboratory techniques and quality control systems is very essential to this role.
6. Good communication and inter-personal skills.
7. Ability to work cohesively in a multi-disciplinary team.

Pharmacist – (Imo, Oyo and Kano) One (1) person per state.

Job Type: One year Fixed Term Contract.

Project: Global Fund HIV

Application email (LOCATION - IMO): PSIMO@sfnigeria.org

Application email (LOCATION - OYO): PSOYO@sfnigeria.org

Application email (LOCATION - KANO): PSKANO@sfnigeria.org

Job Profile:

- The successful candidate will be responsible for delivery of quality antiretroviral therapy (ART) services by ensuring an efficient supply of medicines and delivering client-oriented services to promote appropriate use.
- S/He will manage the Pharmacy Unit to ensure excellent delivery of pharmaceutical care and uninterrupted supply of anti-retroviral drugs and other relevant medications.
- S/He will also ensure that the project maintains Good Pharmacy Practice and Standards in clinical service delivery.

Qualifications/Experience:

1. Must possess a First degree in Pharmacy from a recognized institution.
2. Possession of a master's degree in Public Health or related field would be added advantage.
3. Must possess a minimum of three (3) years' experience working in public health programs, with a focus on HIV/AIDS prevention and treatment.
4. Must possess a proven record of working in a multi-disciplinary environment and implementing health projects conducted with disease control programmes in low-income countries.
5. Must possess extensive knowledge of the ART regime and current global/national guidelines for dispensing ARV.

Triage Nursing Services – (Imo, Oyo and Kano) One (1) person per state

Grade: One year Fixed Term Contract.

Project: Global Fund HIV

Application email (LOCATION IMO) : TNSIMO@sfnigeria.org

Application email (LOCATION OYO) : TNSOYO@sfnigeria.org

Application email (LOCATION KANO) : TNSKANO@sfnigeria.org

Job Profile:

- The successful person will be responsible for conducting brief clinical assessments that determine the clinical urgency of the clients' presenting health concerns and culminate with the allocation of a care category, which determines the time and sequence in which they receive services.
- The Triage Nurse will also be responsible for managing client records; ensuring accurate data entry, filing/archiving and retrievals.
- S/He will provide comprehensive triage (in-clinic and/or mobile) and clinical assessment service to clients resulting in safe and appropriate clinical decisions that reflect their healthcare needs.
- S/He will initiate appropriate nursing interventions (e.g. first aid and emergency interventions) to improve client outcomes and secure the safety of clients and clinic staff, facilitate the triage process using clinical knowledge and appropriate interpersonal skills, demonstrating empathy and understanding.

Qualifications/Experience:

1. Must possess a university degree in Nursing or completion of an accredited nursing programme.
2. Possession of a higher training in nursing will be an added advantage.
3. Must possess minimum of three (3) years' experience in nursing practice including the practice of triage.
4. Experience in providing ART services will be an advantage
5. Experience in maintaining accurate computerized triage assessment records is an advantage.
6. Must possess experience in organizing.
7. Must possess good relationship management/ interpersonal skills.

Clinical Supervisor – (Imo, Oyo and Kano) One (1) person per state

Grade: One year Fixed Term Contract.

Project: Global Fund HIV

Application email (LOCATION IMO) : CSIMO@sfnigeria.org

Application email (LOCATION OYO) : CSOYO@sfnigeria.org

Application email (LOCATION KANO) : CSKANO@sfnigeria.org

Job Profile:

- This position will be responsible for ensuring direct provision of Anti-Retroviral Therapy (ART) services in an integrated community health center, developing and maintaining collaborative relationships with community stakeholders and evaluating service delivery outcomes.
- S/He will work with programme team to develop and/or review Standard Operating Procedures (SOP) for the provision of ART services to Key Populations.
- S/He will provide ART services to Key Populations in line with current World Health Organization (WHO) recommendations and national guidelines both at the One-Stop-Shop (OSS) and through mobile ART.
- S/He will oversee clinical HIV treatment protocols in each clinical department to reflect the needs of the target population and ensure consistency of treatment services throughout the OSS.
- S/He will be responsible for effective management and supervision of clinicians, health service providers, volunteers and case managers at the OSS as well as mobile ART teams.

Qualifications/Experience:

1. Must possess a medical Degree (MBBS, MBChB, or MBBCh) from a recognized institution.
2. Possession of an advanced education in a HIV related field would be added advantage.
3. Minimum of three (3) years medical experience in providing care for clients
4. Two years' experience in the direct provision of Anti-Retroviral Therapy (ART) services in an integrated community health center setting.
5. Knowledge of global and national HIV treatment standards and licensure requirements.
6. Leadership/mentoring skills and good interpersonal skills.
7. Advanced written and verbal communication skills.
8. Advanced knowledge of and experience using MS office packages including Word, PowerPoint, Excel, and Outlook among others.
9. High level of integrity.
10. Must possess good relationship management/ advocacy skills.
11. Must possess good report writing, data interpretation and presentation skills

Laboratory Services – (Imo, Oyo and Kano) One (1) person per state

Grade: One year Fixed Term Contract.

Project: Global Fund HIV

Application email (LOCATION IMO) : LSIMO@sfnigeria.org

Application email (LOCATION OYO) : LSOYO@sfnigeria.org

Application email (LOCATION KANO) : LSKANO@sfnigeria.org

Job Profile:

- The successful candidate will be responsible for establishing and running a laboratory within a HIV treatment facility. The medical care provided in these health facilities include disease-specific components such as HIV/AIDS care and treatment: treatment of co-infection of HIV with Tuberculosis, Hepatitis screening and management of sexually transmitted infections.

Qualifications/Experience:

1. Must possess a first degree or equivalent in clinical/medical laboratory science or in microbiology with applied medical parasitology and bacteriology. Alternatively, person may have held a position as a medical laboratory scientist, laboratory technologist or medical laboratory analyst,
2. Must have a minimum of two (2) years relevant post-qualification work experience.
3. Must have experience in sample collection and analysis (e.g. blood, stool, sputum) and implementing a supply management system.
4. Must have knowledge of all basic laboratory techniques and quality control systems.
5. Ability to cope with stress and to organize and prioritize workload.
6. Must have experience in working in a laboratory offering specific tests for ART treatment monitoring.

Adherence Counsellor – (Imo, Oyo and Kano) One (1) person per state

Grade: One year Fixed Term Contract.

Project: Global Fund HIV

Application email (LOCATION IMO) : ACIMO@sfnigeria.org

Application email (LOCATION OYO) : ACOYO@sfnigeria.org

Application email (LOCATION KANO) : ACKANO@sfnigeria.org

Job Profile:

- The successful candidate will provide psychosocial and continuous support as well as treatment preparation to clients in the health facility.
- S/He will identify and address challenges/barriers to adherence.
- Organize and facilitate support group sessions for infected and affected clients including groups with special needs e.g. discordant couples, youth/adolescent and children.
- S/He will address aspects of behavior change in relation to HIV and ART and support clients to disclose their HIV status.
- S/He will facilitate the delivery of relevant information to clients enrolled in the one-stop shop (OSS)
- S/He will participate in home visits as appropriate to execute plan of care for clients.
- S/He will ensure client records are well maintained and compile periodic reports as necessary
- S/He will ensure proper referral of patients where necessary including following up and reporting on the outcomes as necessary.
- S/He will coordinate patient tracking activities supported by the community health volunteers including documentation and reporting of defaulter tracing activities.

Qualifications/Experience:

1. Must possess relevant degree in Counseling, Social Work or Nursing.
2. Must have 2 years' cognate experience, 1 year of which should be as an Adherence Counselor in HIV service delivery.
3. Must have excellent interpersonal and communication skills.
4. Must be computer literate.

Compensation & Benefits:

The compensation package for these positions is very attractive and designed to attract, motivate and retain talented candidates.

Method of Application:

Interested applicants should write a one-page application letter (using the position reference as the subject), addressed to the Director, Human Resources, clearly providing evidence of competences required for the job and current remuneration. Applicants should send the application, as well as a comprehensive Curriculum Vitae clearly indicating current telephone numbers, e-mail address and contact details to the email address beside the job you are applying for. Please include the names and contact details (including telephone and e-mail addresses) of three referees who are knowledgeable about your professional achievements. All applications will be treated in confidence. **Candidates without the minimum requirements need not apply.** This advert will close in two weeks from the date of this publication. We thank prospective applicants for their interest in working with SFH, however only shortlisted candidates will be contacted.