



JOB ADVERTISEMENT

Advert release date: 10th June, 2024

Background information:

Community Economic Empowerment and Legal Support (CEELS) is a local non for profit national NGO registered to cover Tanzania mainland with registration number 000NGO/0008812 and renewed registration number 00NGO/R1/00355 with Tax Identification Number (TIN) 115 – 319 – 809. Since its inception; CEELS has been complementing the Government efforts in enhancing wellbeing of Tanzanians as stated in its vision. “Enhanced quality of life of Tanzanian community” in HIV and AIDS intervention, nutrition, advocacy, economic strengthening, youth and education and environmental conservation.

The headquarters of CEELS are located at House No. 1, Msikitini Street, near Main Market, Mazwi Ward in Sumbawanga Municipal Council in Rukwa Region.

CEELS mission: To facilitate participatory community development and empower meaningful peoples’ livelihoods for sustainable development.

USAID KIZAZI HODARI SOUTHERN ZONE PROJECT

The USAID Kizazi Hodari Southern Zone (KHSZ) Project is a five-year (2022-2027) USAID-funded Project with the goal of supporting the Government of Tanzania (GOT) to improve the health, well-being, and protection of Orphans and Vulnerable Children (OVC) and youth in high HIV burden communities. CEELS implements the Project in 2 regions of Rukwa, Katavi in in seven (7) councils: Sumbawanga MC, Sumbawanga DC, Nkasi DC, Mpanda MC, Tanganyika DC, Nsimbo DC and Mpimbwe DC through collaboration of Government of Tanzania -Ministry of Health, Ministry of Community Development, Gender, Women and Special Groups and President's Office Regional Administration and Local Government through local government authorities, at regional, districts level, and wards levels, and communities.

Vision: Delivery of high-quality services for OVC, and their caregivers.

Mission: Improve the health, well-being and protection of Orphans and Vulnerable Children (OVC) and youth in HIV high burden communities within the Southern Zone of Tanzania.

CEELS implements KHSZA in Rukwa and Katavi region

Key Objectives:

Objective 1: Increase use of OVC platforms for pediatric HIV case finding, linkage to treatment, and viral suppression.

Objective 2: Increase access to HIV prevention, violence prevention, and response services for OVC and youth.

Objective 3: Improve socio-economic capacity of at-risk adolescent girls and young women (AGYW) and OVC caregivers.

DREAMS OFFICER: 1 Post

Intervention: Enabling DREAMS

Reports to: Project Manager

Location: Katavi Region (Mpanda MC, Mpimbwe DC, Tanganyika DC and Nsimbo DC)

Job Summary:

The DREAMS (Determined Resilient, Empowered, AIDS-free, Mentored, and Safe) officer works with and supports the CEELS Project Manager to ensure efficient implementation of social behavior change intervention (Delivering of SRH, HIV/AIDS and Gender sessions, formation of school clubs and norms change sessions), biomedical intervention through bi directional referrals and structural intervention targeting to in school Youth 10 -17 years.

Duties and Responsibilities

- i. Identify and enroll vulnerable Adolescent Girls and Boys with age of 10-17 years into DREAMS program according to pre-determined guidelines.
- ii. Work closely with Local Government Authorities (LGAs), and school heads to ensure Enabling DREAMS program is well understood and supported.
- iii. Liaise with the Zonal DREAMS Coordinator to facilitate the SRH, HIV/AIDS and Gender training to the school teachers.
- iv. Share all necessary reporting tools with schools and ensure they are completed within the agreed time.
- v. Work closely with teachers to ensure DREAMS beneficiaries complete SRH, HIV/AIDS and Gender sessions and are enrolled into SRH school clubs.
- vi. Work with CCWs to collect all necessary forms and ensure that CEELS M&E staff have supported in the entering the pre-/post-test data into DHSI2/CommCare.
- vii. Visit the families of Enabling DREAMS beneficiaries to verify their existence.
- viii. Facilitate referrals and linkages of AGYWs to appropriate services including of biomedical services and OVC case management.
- ix. Record and keep all the documentation from vendors in a safe place and forward the copies of vendor/procurement documents/forms (e.g., quotations, vendor selection, proforma & tax invoices, delivery notes, receipts) to Zonal DREAMS Coordinator.
- x. Work with Case Management Officer and MEL officer to identify and refer the eligible beneficiaries to access Pre Exposure Prophylaxis and Sexual reproductive health services.
- xi. Arrange and Distribute all DREAMS materials on specific designated days.
- xii. To support Project Manager in writing technical program documents including reports, best practices, lessons learned, success stories and other relevant documents.
- xiii. To support and advise the Project Manager on all Enabling DREAMS initiative issues and
- xiv. Perform other lawful duties as assigned by the Project Manager

REQUIREMENTS:

Education, work experience and skills:

- Degree in Public Health, Social Sciences, Sociology, counselling Psychology or a related field

- Training and knowledge in community HIV/AIDS prevention and working with Youth.
- Experience in gender and gender-based violence programming.
- Minimum of 2 years' experience in NGO and HIV environment with HIV Prevention intervention.
- In-depth understanding of donor expectations for program results, outcomes, Impact, and reporting.
- A strong team player with excellent interpersonal skills and ability to work in a high profile, fast-paced environment.
- Good strategic, analytical, problem-solving and systems thinking skills with capacity to see the big picture and ability to make sound judgment.
- Ability to communicate (verbally and in writing) technical issues effectively and persuasively.
- Fluency in English for day-to-day communication,
- Ability to use MS Office (Word, Excel, Access, PowerPoint).
- Excellent communication, interpersonal, and computer literacy skills
- Ability and willingness to travel within the supported communities.

APPLICATION:

Interested Applicants should send the application letter, curriculum vitae (CV), Academic transcripts, and referees to;

Executive Secretary

Community Economic Empowerment and Legal Support (CEELS)

P.O.BOX 647,

SUMBAWANGA.

Email: ceelsrecruitment@yahoo.com

Cc: hro@ceelstz.or.tz

Deadline: All applications should be submitted by 21st June, 2024; before close of business hours. at 17h00.

Female applicants are particularly encouraged to apply

Disclaimer:

- CEELS reserves the right to re-advertise as deemed necessary
- Phone-calls are discouraged.
- Successful candidates will start working as by 1st July 2024