



P.O. BOX 696- 20500, Narok, Kenya

TEL: +254 709 750 533 | [infokenya@asanteafrica.org](mailto:infokenya@asanteafrica.org) | [www.asanteafrica.org](http://www.asanteafrica.org)

### PROJECT MANAGER – TURKANA

**Asante Africa Foundation – Kenya (AAF-KE)** is a non-profit organization based in Narok. ***Our mission is to educate and empower the next generation of change agents whose dreams and actions transform the future for Africa and the world.*** Asante Africa Foundation believes in the power of knowledge as a catalyst to help young people create a future where they can live their potential. Our work addresses the root causes of why children are not in school and paves the way for success in the classroom and beyond. Our programs are built upon three key pillars: create Access to Education, enhance Learning in the Classroom, and prepare youth for Life Beyond the Classroom.

<b>Job Title</b>	Project Manager
<b>Position Reports to</b>	Kenya Program Manager / Red Cross
<b>Position Supervises</b>	Project Assistant & Project Accountant
<b>Works Directly With</b>	Programs and M&E Manager, Red Cross
<b>Duration</b>	1 year with possibility of extension based on performance and availability of funds

#### **Purpose of the Job**

Ensure successful implementation of Global Fund HIV program to reduce the risk of HIV among adolescent girls and young women (AGYW) aged 10-24 years in Turkana County. This position is physically and regionally based in Turkana, Kenya. This is defined by the ability to logistically support the communities, schools and students with whom we partner (e.g. the PM must be recognized as a part of the community, readily available in case of emergencies, sought out for critical discussions by education and health leadership, able to be on project sites to monitor, available to liaise with staff and schools in support of staff, etc.). This role frequently collaborates with the Asante Africa Foundation – Kenya Country Program Manager, to standardize procedures.

#### **Duties and Responsibilities**

## *Job Vacancy*

- a) Implementation of the Global Fund HIV project by working with the county team to ensure proper planning and implementation of HIV, Adolescents Sexual Reproductive Health interventions;
- b) Prepares and administers regional budgets, budget monitoring and accountability;
- c) Engage with county teams to ensure successful implementation of AYP package and enhance prevention of HIV among AYP;
- d) Work with the County, health facilities and local structures to ensure that community awareness on HIV;
- e) Work with local structures to foster positive knowledge, attitudes & practices by community members on up take of HIV prevention among Adolescents Girls and Young Persons;
- f) Utilize Global Fund HIV Project, national and county M&E tools and follow on set targets and timelines of reporting and documentation;
- g) Participate in the project assessments, designs, and monthly planning and review meetings.
- h) Ensure that the Monitoring, Evaluation, Accountability and Learning framework is in place and fully functional;
- i) Prepare and submit timely and quality weekly, monthly, quarterly, annual and other relevant reports as per the requirements of Global Fund HIV Project;
- j) Disseminate the relevant HIV information to the community members and relevant stakeholders for necessary action;
- k) With accountability team, maintain a functional feedback mechanism
- l) Work with the County Technical Working Groups, HIV networks and MOH for technical direction and leveraging of resources to strengthen the health systems to achieve HIV eradication at the County level;
- m) Work with other NGOs, CBOs , FBOs, Committees and Groups in Turkana County who are implementing HIV interventions for synergy and achievement of bigger impact and sustainability
- n) Facilitate community members to identify issues related to HIV and support community advocacy to enable the relevant stakeholders to take appropriate action towards the attainment of better health and protection status among Adolescents Girls and Young Persons
- o) Facilitates partnerships and networks between the Organization and the communities, the government and other stakeholders within the region;
- p) Facilitate collection and documentation of the impact of regional initiatives namely success, transformational and most significant stories and evidence of change.
- q) Represent AAF in meetings forums, seminar and conferences that are related to the Organization's work.

## **Job Vacancy**

### **Job Specifications**

The job holder must possess:

- Bachelor's Degree in Public Health, Social Sciences, Education or Project Management from a recognized University;
- Minimum of three years working experience implementing health projects, experience working with HIV interventions will be an added advantage;
- Certificate in Basic HIV course, counseling skills, HIV testing, Peer Education or Community Health Strategy is an added advantage;
- Experience in designing and managing beneficiary monitoring and database systems;
- Proven track record of achieving results in external community engagement, fundraising, donor relations;
- Have experience managing community projects and working with diverse community stakeholders;
- Good knowledge of program implementation, monitoring and evaluation techniques and practices including proficiency in Microsoft Office;
- Have good communication (oral and written) skills;
- Be organized, self-driven and able to work with minimum supervision, independently as well as part of a team;
- Should be a person of high integrity and able to multi-task;
- Ability to work under time pressure and meet deadlines.
- Strong expertise with arid, nomadic, pastoralist communities coming from rural and remote communities.

**Interested candidates should send their CV, cover letter and contacts of three referees to [infokenya@asanteafrica.org](mailto:infokenya@asanteafrica.org) before 15<sup>th</sup> January 2019.**

*AAF is an equal opportunity employer. Suitably qualified candidates under the age of 35 residing in Turkana, with relevant skills and experience, are particularly encouraged to apply. Only shortlisted candidates will be contacted. This position is open to Kenyan Citizens (Not open to Expatriates).*