

Background:

Trishuli Plus, a community action group, established in 2006, is a community based non-profitable, politically non-aligned, non-governmental organization (NGO) led and run by and for people living with HIV (PLHIV) and affected by TB to provide prevention, care & support including treatment services to PLHIV and TB affected population.

Trishuli Plus has been implementing The Global Fund TB Program in Kailali, Kanchanpur, Dadeldhura, Doti & Achham Districts supported by Save the Children International under The Global Fund. Therefore, we are inviting applications from interested Nepalese citizens who are eligible, accountable and willing to achieve the result for the positions as specified below:

Position: District Project Coordinator (DPC)

Level: 9

Reporting to: Team Leader

Duty Station: Kailali

Required No.: One

Key Area of Accountability:

- Responsible to support for implementing NTP activities in the districts in coordination with the stakeholders of the program like Medical Colleges, NGOs, Private Practitioners, Professional organizations and TB related co-morbidity care providers.
- To prepare district implementation plan of allocated activities linking with NTP's district regular activities with the support of D/PHO and District Health Office and district team members.
- To assist District TB focal person in establishing inter-sectorial and inter-departmental coordination for TB control.
- Prepare detail field visit plans, activity and/or field visit reports and case study report.
- Contribute to prepare the monthly progress reports; regular reports (project status & activity report, and other reports) in coordination with relevant staff members.
- Create the enabling environment to collect, transport and test the sample for TB case detection, treatment.
- Responsible for the proper documentation and reporting of all activities with sufficient proof and evidence documents including any other relevant issues during execution of field activities.
- Contribute ideas and be innovative for the creation and continuation of efficient professional team.
- Participate in different meetings, trainings, workshop and seminars as required for the organization at district level.

- Work closely in coordination with Executive Director, Team Leader, Program Support Coordinator, and Finance Officer and make timely communication and update about the project's events and progress of the activities.
- Ensure proper coordination of the program implementation among NTC, PR, implementing partners (CBOs), NGOs, INGOs and with government line agencies.
- Motivate the Outreach Workers involved in the program for the TB case finding and management.
- Any other job assigned as per program need.

Qualification and Experience:

- Bachelor Degree in public health (BPH) or Social Sciences or any stream with minimum 3 years of working experience. Bachelor Passed with PCL General Medicine will be preferable.
- Good writing, analytical and documentation skills,
- Excellent coordination, management and communication skills,
- Command in report preparation, event note and record keeping,
- Proficiency on computer usage on office packages, email and internet,
- Must have 2 wheeler driving license,
- Priority will be given for candidates who closely worked with GoN health system,
- Priority will be given for local candidate

All interested candidates are requested to submit curriculum vitae and motivation letter clearly mentioning the expected salary with subject head as "Application for the position of (District program Coordinator Kailali)" to recruitment.dhnrishuliplus@gmail.com or sealed envelope to Trishuli Plus, Dhangadhi Sub Metropolitan City-05, Hasanpur, Kailali, Nepal no later than 29th April 2022. People living (affected) with HIV or candidates from TB affected community; meeting above requirements are highly encouraged to apply.