HIV/AIDS RESPONSE

HIV CLINICAL CARE COORDINATOR

Fixed-term contract
Grade 6

The Organisation

Our client is a donor-funded organisation and partner in development in Namibia, working closely with the Ministry of Health and Social Services (MoHSS) Directorate of Special Programmes, deploying staff at hospitals and health facilities across the country as part of a coordinated effort with the MoHSS. Their goal is to increase the human capacity needed to provide HIV/AIDS clinical care in countries and regions that are most significantly impacted by the AIDS epidemic. Further to this, our client seeks to support and assist such countries and regions in their development of locally determined health care worker systems to become optimally resourced, highly responsive, and self-sustaining.

The Region

Omaheke Region | Gobabis District Hospital

The Position

Key Responsibilities will Include:

Technical Support for Implementation and Capacity Building (Approx. 45%)

- Provide on-the-job clinical trainings to Nurses, Health Assistants, and other healthcare workers on HIV prevention, care, and treatment services.
- Support implementation and operationalization of HIV and related guidelines.
- Conduct regular site visits to identify clinical and operational gaps and provide tailored support to address these gaps using appropriate mentoring methodology.
- Conduct training sessions, case discussions, and side-by-side support to improve clinical skills and knowledge of healthcare workers.
- Support integration of HIV services with tuberculosis (TB), cervical cancer, non-communicable diseases, and any other appropriate diseases.
- Support comprehensive TB care for PLHIV and their household contacts including screening, diagnosis and treatment and preventative therapy.
- Ensure the proper management of advanced HIV disease including CD4 monitoring and provision of prophylaxis.
- Promote and participate in Project ECHO sessions to enhance healthcare providers knowledge in HIV prevent, care and treatment, including management of HIV drug resistance cases, conduct didactic and case presentations.
- Promote Differentiated Service Delivery (DSD) models such as Community Adherence Groups, Multi-Month Prescription and dispensing and the provision of community health services particularly at Health Posts.
- Support HIV and tuberculosis services provided by other ministries and non-governmental organizations.
- Extend support to improve quality of care to community DSD models sud7 as outreach and health post.
- Support healthcare workers in operationalization of quality HIV-testing services including index case-finding and provider-initiated testing and counselling.
- Ensure the implementation of effective HIV care and treatment interventions for high-priority populations including pregnant and breastfeeding women (PB =W), Men, children and adolescents living with HIV (CALHIV), including support for disclosure and mental health.
- Ensure the implementation PMTCT interventions including the triple elimination strategies.
- Support the provision of HIV Pre-exposure Prophylaxis (PrEP) for high-risk HIV negative populations.
- Collaborate with district teams to ensure rapid linkage to care for newly diagnosed HIV-positive infants and adults.
- Provide technical support to healthcare workers to strengthen viral load (VL) monitoring and suppression including the use of high viral load register and adherence support tools.
- Support patient tracing and retention efforts, focusing on high-risk groups to prevent treatment interruption to strengthen continuity of care.
- Plan and conduct HIV/AIDS training needs assessment in collaboration with the Training centre.
- Assist in the development and utilization of standard operating procedures to standardize services at ART clinics and other relevant departments in the health facilities.

Quality Assurance and Performance Monitoring (Approx. 40%)

- Support facility-based staff to effectively use their routinely collected performance data, including monthly HIV indicators, and facilitate the application of quality improvement (QI) methods to enhance service delivery.
- Work with facility-based healthcare workers to improve the quality of documentation of care and treatment services at the point of data generation (e.g., registers, patient care booklets (PCBs) to improve on accuracy, completeness, and timeliness of clinical data to support improved continuity of care.
- Clinical & Mortality Audit Facilitation: Coordinate and facilitate routine pa1ient records audits, including morbidity and mortality reviews, to assess quality of care and identify system gaps. Analyse audit findings and collaborate with facility teams to develop and implement targeted improvement plans.
- Collaborate with Monitoring & Evaluation (M&E) team to analyse routinely collected data, identify service delivery gaps, and support data-driven decision-making to enhance HIV care and treatment outcomes.
- Support facilities in preparing for and responding to Quality Improvement Monitoring System (QIMS) assessments and other programmatic reviews.
- Participate in baseline and ongoing assessments of HIV service delivery standards in health facilities and support development and implementation of plans to address identified gaps using approved methodologies.
- Facilitate establishment and strengthening of multi-disciplinary facility committees and consumer involvement initiatives, including client feedback systems.
- Coordinate with multiple stakeholders to harmonize efforts in HIV and TB service delivery.
- Assist health facilities in implementing health care Quality Standards in relation to HIV Care Services at prioritized sites within the district.

Planning and coordination 10%

- Compile and submit a monthly activity plan, to the District Coordinating Committee (DCC), through the Regional Coordinators (MoHSS and IPs,) and to the Directorate of Special Programmes (DSP) National level.
- Collaborate with Implementing Partners in responding to requests for technical deep dive analyses in line with identified programmatic gaps.
- Participate in planning and consultative meetings at District and Regional levels.
- Support coordination between MoHSS, (Regional & District levels), and implementing partners to ensure alignment of HIV services with national priorities and data sharing.

Reporting 5%

- Submit monthly activity reports to DCC and through the Regional Coordinators both MoHSS, IPs, and DSP National level.
- Provide activity updates during the DCC meetings.

The Person

Minimum requirements:

- Bachelor's degree in Nursing or Advance in Health Promotion preferred.
- Proof of registration with Namibia's Nursing Council and possession of a valid practising card.
- At least 5 years of experience with clinical HIV/ AIDS prevention care and treatment, and the provision of ART, eMTCT, TB/HIV and Quality Improvement services.
- At least 3 years' experience with the program planning, assessment and implementation of HIV of clinical care services.
- Experience with the provision of health worker training.

Added Advantages:

- Previous experience of mentoring healthcare workers in resource-limited settings.
- Experience in MNCH (Maternal, Newborn and Child Health) service delivery within a Namibian healthcare setting.

Required Skills/Competency Requirements:

- Detailed – oriented.
- Proficient in computer applications, including Microsoft word, Excel, Access and PowerPoint.
- Excellent written and verbal communication skills.
- Strong analytical skills with the ability to interpret data and prepare reports.
- Strong interpersonal skills and the ability to work effectively with individuals from backgrounds.

Interested?

This is a **fixed-term contract** position, and our client offers an attractive package.

The closing date for applications is **25 November 2026 at 19h00.**

Follow the application instructions on the Potentia website www.potentia.com.na and upload a copy of your CV and qualifications.

All applications must be accompanied by a comprehensive curriculum vitae, certified copies of educational qualifications and other supporting documents. All foreign qualifications must be evaluated by the Namibia Qualification Authority (NQA).

Only electronic applications and CVs submitted via the Potentia website will be accepted. All suitably qualified Namibians are encouraged to apply. Please consider your application unsuccessful if you are not contacted within 2 weeks of the closing date. Please note that our partner reserves the right to only employ individuals who fall within their retirement age guidelines and policies. Our client also reserves the right not to make any employment offer or appointment.