

TERMS OF REFERENCE

Project Planning and Monitoring, HCMC based

Background

Abundant Health (AH) is a community-based program focusing on non-communicable diseases (NCDs), is being implemented with the HCMC Department of Health. Two main aims of this innovative program are to 1) increase identification of diabetes (DM) and hypertension (HTN), and 2) increase the quantity and retention of DM/HTN patients at the Commune Health Stations (CHS). Initiated successfully in the Tan Phu district and is now being implemented at citywide with an additional intervention to cervical cancer disease.

FHI 360 Vietnam is recruiting a **consultant to provide technical assistance in Project Planning and Monitoring (based in HCMC)** to support related program activities.

Key Responsibilities

1. Plan, execute and document project activities including clinical training, collaborator training and learning sessions.
2. Conduct site visits, site assessment.
3. Provide technical assistance as needed.
4. Monitor quality of intervention activities.
5. Perform other relevant duties as requested.

Requirements

- Nationality: Vietnamese
- Education: Medical doctor degree, degree in public health or related fields
- Experience and skills:
 - Excellent in various software applications (e.g. MS Excel, Word, PowerPoint).
 - Experience in working with stakeholders such as CHSs, HCMC CDC and DoH highly desirable.
 - Experience in implementing models for quality improvement and providing technical support to public health programs in Vietnam desired.
 - Highly responsible, organized person with attention to details.
 - Passionate about guiding people to make changes; Able to work under pressure.
 - Good personal communication skills to communicate with local partners and team members.
 - Good written and spoken English.

Reporting

The consultant will report to Program Manager.

Duration

9 months with expected starting time from October 2019.

Application Deadline

Interested candidates are encouraged to provide their detailed curriculum vitae with a letter of application in English to Vietnam.recruitment@fhi360.org by **September 27, 2019**.

** Please specify the position you are applying for in your application.*

Only shortlisted candidates will be contacted for interviews.