

## EMPLOYMENT OPPORTUNITIES IN PUBLIC HEALTH



FHI 360 is an international non-governmental organization that, in Vietnam, promotes the health and well-being of the Vietnamese people, particularly vulnerable and marginalized populations. It works with the Vietnam Ministry of Health and other national bodies, as well as provincial and district-level health services to achieve project aims. FHI 360 is currently implementing programs to address HIV prevention, testing, and treatment; combatting trafficking in persons; tuberculosis case finding and treatment; clinical research; anti-microbial resistance; health system strengthening; non-communicable diseases; maternal and child health and nutrition; and diagnostic and laboratory services.

The Meeting Targets and Maintaining Epidemic Control (EpiC) project is a five-year, global project funded by the U.S. President's Emergency Plan for AIDS Relief (PEPFAR) and the United States Agency for International Development (USAID). EpiC Vietnam's goal is to deliver efficient, affordable, results-based technical assistance and direct services in HIV and COVID-19. EpiC is seeking a qualified and highly motivated Vietnamese candidate to serve as a **Project Specialist, Sustainability & Partnerships** based in **Ho Chi Minh City**.

### **Main responsibilities:**

#### *Organizational Capacity Building (60%)*

- Conduct organizational capacity assessments for community-based organizations, develop and implement capacity-building plans to fill gaps
- Provide technical support to build organizational skills in finance, human resources, administration, income generation, as well as strategy and business planning
- Develop and facilitate engaging trainings
- Work alongside Technical Advisor, Continuous Quality Improvement to design and utilize online learning content
- Build and maintain effective partnerships and networks with community-based organizations

#### *Government Relations and Advocacy (30%)*

- Work with Government of Vietnam (GVN) and other stakeholders to develop systems and buy-in for provincial support for the financial and technical management of HIV services
- Help provincial GVN staff to plan and implement sustainable financing plans for HIV services
- Develop policy and other frameworks for GVN-funded HIV services including minimum requirements for eligible community-based organizations
- Build and maintain effective partnerships with GVN officials at all levels of government

#### *Knowledge management (10%)*

- Track capacity improvements and document best practices for national and international audiences
- Contribute to project reporting efforts and respond to ad hoc requests from the donor
- Represent EpiC Vietnam in various forums
- Perform other relevant duties as assigned

### **Experience and abilities for the position:**

- A Bachelor's degree in business administration, public health, finance, project management, social sciences or related field; advanced degree preferred
- Experiencing supporting small organizations to grow and become sustainable especially in finance, human resources, planning, and income generation; experience with provincial health authorities is an advantage
- Professional experience working with men who have sex with men, transgender persons or other vulnerable populations preferred
- Demonstrated ability to build and maintain relationships with a wide array of organizations
- Strong organizational skills and ability to prioritize
- Excellent written and oral communication skills in English and Vietnamese
- Experience implementing projects with USAID funding preferred
- Ability to travel as needed

### **FHI 360 offers competitive compensation and excellent benefits.**

Interested candidates are invited to visit FHI 360's career page at <https://www.fhi360.org/careers> and apply the position ONLINE by **September 5, 2021**. Selection and interviews will be conducted on a rolling basis and candidates are encouraged to apply as soon as possible.

*Only shortlisted candidates will be contacted for interviews.*