

## 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, TB case finding and treatment, clinical research, anti-microbial resistance, health system strengthening, maternal and child health and nutrition, diagnostics and laboratory services.

We are currently seeking a qualified and highly motivated candidate for the position of **HIV Project Director**. The position will be based in **Hanoi, Vietnam**.

### **Position description:**

The HIV Project Director will have overall responsibility for administration, program management, performance monitoring and technical implementation and oversight of all aspects of activities in Vietnam, under the oversight of the Regional Director. S/he will serve as the primary point of contact for HIV activities in Vietnam. S/he will provide technical and management leadership to the country project and ensure successful implementation of the work plan and achievement of the project's targets and goals. The HIV Project Director will provide technical and programmatic oversight directly to the activity areas. S/he will be required to coordinate and work with a diverse group of organizations and stakeholders, such as the Ministry of Health, senior government officials, dignitaries, country health staff, international and national development partner organizations, and funders. The HIV Project Director will ensure that technical efforts are evidence-based and contribute to the deliverables in the country.

### **Key responsibilities:**

- Lead the development and implementation of the program description, implementation plan, program strategies, program reports and work plan for the project.
- Responsible for the development, implementation and oversight of all technical activities.
- Supervise and provide overall program and technical guidance to the project team to ensure compliance with the organizational procedures and the standards.
- Oversee production of timely and accurate technical reports to FHI 360 and funders as required.
- Contribute to the achievement of high-quality results in accordance with the targets identified in the work plan.
- Keep abreast of developments in larger HIV/AIDS field; document project methodologies, results, and outcomes.
- Contribute to program quality according to FHI 360 standards including quality assurance and quality improvement initiatives.

### **Minimum qualifications:**

- A minimum of a Master's level degree in Public Health, Health Administration, Management, Social Work, or Business Administration with a focus on public health, social sciences, or related field.
- A minimum of eight years' experience with progressively increasing responsibility designing, implementing, managing and leading large development programs involving multiple partners, stakeholders, and geographic target areas in a developing country; preference for experience managing USAID and PEPFAR-funded programs.
- A minimum of three years of experience providing specific technical direction and oversight of the development and management of HIV programs with key populations.
- Demonstrated ability through previous experience leading a technical activity through evidence and data driven decision making.
- Demonstrated ability through previous experience to establish and maintain productive working relationships with a wide network of partners and stakeholders.
- Demonstrated ability through previous experience to liaise with senior government officials, dignitaries, executives of NGOs, CBOs, and the for-profit business community, and senior members of the donor community.
- Excellent interpersonal, writing and oral presentation skills in English.
- English fluency is required

### **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 close of business **April 17, 2020**. Selection and interview will be performed constantly and interested candidates are encouraged to apply as soon as possible.

*Only shortlisted candidates will be contacted for interviews.*