

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 to serve as **Deputy Chief of Party for the USAID Sustainable HIV and Tuberculosis Responses From Technical Assistance (USAID SHIFT) project**, based in **Hanoi** through September 30, 2020. This position will then transition to the Meeting Targets & Maintaining **Epi**demical **C**ontrol (EpiC) project Deputy Director from October 1, 2020.

USAID SHIFT is a five-year contract managed by FHI 360 originally awarded to help local stakeholders achieve and sustain epidemic control. The purpose of USAID SHIFT is to strengthen human, organizational, and systems capacity to lead the national HIV and TB response and deliver innovative enhancements in HIV and TB services.

EpiC is a five-year global PEPFAR/USAID-funded Cooperative Agreement managed by FHI 360 which launched in 2019 and goes through 2024. EpiC is dedicated to achieving and maintaining HIV epidemic control and the project provides strategic technical assistance (TA) and direct service delivery (DSD) to break through barriers to 95-95-95 and promote self-reliant management of national HIV programs. On October 1, 2020, much of the work currently being implemented under USAID SHIFT will transition to the EpiC project which will continue this PEPFAR/USAID-funded work in Vietnam.

Position description:

Under the leadership of the USAID SHIFT Chief of Party (COP) and then the EpiC/Vietnam Project Director (PD), the Deputy Chief of Party (DCOP)/Deputy Director (DD) shall take an active role in ensuring the quality, relevance, and impact of USAID SHIFT-EpiC activities in support of beneficiaries across the HIV service and tuberculosis service cascades; coordinate and advance the sustainability elements of the program and all activities; and ensure the monitoring, evaluation, and timely reporting of program data.

The DCOP/DD will facilitate and champion the local adoption of more effective and efficient practices to achieve HIV and TB service delivery outcomes and work in close collaboration with other stakeholders to facilitate the transition to local ownership of the HIV and TB clinical and community practices at scale, as well as to advance the routine and more frequent application of data and strategic information to improve program impact and client satisfaction at every level.

The DCOP/DD will support the USAID SHIFT COP/EpiC PD to advance high-impact innovations in HIV and tuberculosis programs, coordinating relevant activities, conducting briefings, and liaising with district, provincial and national health authorities as needed. He/she shall have a thorough understanding of relevant GVN policies and regulations, how government operates, and a keen understanding on local development activities

Key responsibilities:

- Collaborate with the COP/PD to provide leadership to the development and maintenance of a comprehensive needs-based strategy for programming.
- Collaborate with in country technical teams, technical advisors and headquarter based technical staff to ensure programs are designed and implemented according to organization and industry best practices, program framework and regulations.
- Provide support to the COP/PD and management to programs, ensuring strategic program direction, managed growth and compliance with organization policies and procedures and donor regulations.
- Manage, implement, and monitor systems, services, staff and budgets to achieve financial, administrative and programmatic goals.
- Provide timely and accurate financial and programmatic reports to company management and donors as required.
- Collaborate with Technical and Program staff to ensure program implementation is managed closely through the development of structured work plans, indicator tracking sheets and approved monitoring plans.

- Provide guidance and supervision to all Technical and Program staff to ensure the financial health and performance of each of the projects.
- Prepare and monitor approved budgets for assigned projects.
- Ensure expenditures within each project is monitored monthly, and that well-structured corrective action is initiated and tracked where required.
- Collaborate with operations and cross functional groups on matters concerning staff development that leverages international staff to mentor local staff, to maintain project accountability and scale in the short term and fast track capacity building for the long term.

Minimum qualifications:

- Bachelor's degree in health, development or management; preference for candidates with advanced degree (MPH or similar)
- A minimum of five years of demonstrated experience working in health programs - three of those years shall be experience in health program management.
- Experience in the health systems and sustainability of public health programs is preferred.
- Experience with key stakeholders in HIV and TB technical areas.
- Proven experience working with government officials, particularly MoH is highly desirable to support strategy development, implementation plans and decision making
- Proven experience with USAID regulations in financial and accounting management per USAID guidelines, ensure that the project maintains the highest administrative, financial, and operational standards for compliance and audits
- Excellent oral and written communication skills in English;
- Experience in and familiarity with Vietnam and language capability in Vietnamese 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 **Aug 18, 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.