



Scope of Work



Country:	Tanzania – Various Regions
Host site:	Regional / District Hospital (CTC)
Partner organization:	International Center for AIDS Care and Treatment Programs, Columbia University
Assignment title:	Medical Laboratory Technologist
Length of assignment:	3-6 months (full time)

OVERVIEW OF VOLUNTEER ASSIGNMENT

The Ministry of Health and Social Welfare (MOHSW) in Tanzania has set ambitious goals for national expansion of antiretroviral (ARV) treatment services as outlined in the country's HIV/AIDS Care and Treatment Plan. Antiretroviral therapy (ART) was initially provided at the regional hospitals, and then expanded to district hospitals and now to some local health centers. Currently, there are more than 200 care and treatment centers (CTCs) operating across the country and the MOHSW has set the objective of doubling that number by the end of 2009, resulting in a total of 400 sites that collectively will provide ART and other HIV/AIDS services to more than 400,000 patients.

US government partners funded by PEPFAR are directly supporting the development of MOHSW's care and treatment services. The International Center for AIDS Care and Treatment Programs (ICAP) of Columbia University collaborates with the MOHSW and the Zanzibar National AIDS Control Program (ZACP) to build broad capacity at national, regional and district levels in support of the National HIV/AIDS Care and Treatment Plan. ICAP uses a district network approach to effectively expand HIV/AIDS care and treatment services to remote areas of the country. Specifically, they work with districts to develop tailored packages for technical and financial assistance to health authorities, and key private and non-governmental partners.

ICAP's key program objectives in Tanzania are to:

- Expand PMTCT, testing and counseling and HIV/AIDS Care and Treatment Services
- Strengthen health systems
- Develop specialty services

ICAP has presence in the Kagera, Kigoma, Pwani Regions and Zanzibar where they support HIV/AIDS care and treatment, PMTCT and HIV testing and counseling activities. Nationally, Columbia University works with the MOHSW and partners to implement a national early infant diagnosis program (EID) in the four zones. Palliative care expansion is also a key priority with the Ocean Road Cancer Center in Dar es Salaam.

Possible Placement Sites:

- Maweni Hospital – Kigoma Region
- Kagera Regional Hospital – Bukoba District, Kagera Region
- Kasulu District Hospital – Kasulu District, Kigoma Region
- Mnazi Mmoja Hospital – Urban West, Zanzibar

Volunteer Assignment:

ICAP is seeking a volunteer medical laboratory technologist to support and develop the skills of local laboratory staff in order offer high quality laboratory services required for HIV/AIDS prevention, care, and treatment services. The volunteer will also assist in establishing laboratory network systems for HIV/AIDS services to ensure regional support and also QA/QC systems.

Length of Assignment: 3-6 months, full time
(8 hours per day; 5 days per week)

Name and Title of Supervisor: Dr. Modest Misana, Medical Officer-In-Charge &
Regional Support Director (ICAP)

Name and Title of Counterpart: Regional Manager (ICAP)

Volunteer Qualifications:*Required:*

- University graduate in Medical Laboratory Sciences
- Specialization in HIV/AIDS laboratory services
- Postgraduate training in relevant field specialization
- Extensive research in HIV/AIDS field
- Experience in tropical medical services
- Good written and oral communication skills and fluency in English
- Experience in developing training programs in a clinical or hospital-based setting
- Excellent interpersonal skills and demonstrated ability to develop cooperative working relationships with diverse professionals
- Ability to collaborate and work effectively with various program/project implementation partners and officials of governmental and nongovernmental organizations

Preferred:

- Knowledge of the host country's health system and culture
- Ability to work independently with strong leadership skills
- Willing to work extra hours/work in other hospital sections
- Previous experience working in a low-resource setting
- Previous experience in working with diverse professionals
- Excellent interpersonal skills and demonstrated ability to develop cooperative working relationships

- Patience, tolerance and resilience will be essential requirements for building mutual understanding with colleagues.
- Working knowledge of Kiswahili or interest in learning

OBJECTIVE OF THE VOLUNTEER ASSIGNMENT

Objective:

- To provide state-level technical support in the planning and implementation of high quality laboratory services required for HIV/AIDS prevention, care and treatment services within facilities supported by Columbia University in coordination with the Tanzania Ministry of Health and ICAP staff in Tanzania
- To improve laboratory services supporting the Care and Treatment Center by training and mentoring laboratory staff

ACTIVITIES OF THE VOLUNTEER ASSIGNMENT

Volunteer Activities:

- Prepare work plan/schedule based on the given scope of work
- Perform laboratory investigations with laboratory staff (mentor)
- Coordinate daily work at laboratory with the senior laboratory staff
- Coordinate, support, and continuously assess and monitor the development of a quality assurance system in the medical laboratory facility
- Set up quality control mechanisms on tests performed and collaborate with other partners
- Orient, educate and train regional hospital laboratory personnel regarding the principles and practices of quality management and other related topics
- Advise management team on sustainable expansion of a range of tests and equipment needs, integrating the follow up of patients under anti-retroviral treatment within the general service package, etc.
- Improve stock systems and purchases of supplies in collaboration with administration

EXPECTED OUTCOMES OF THE VOLUNTEER ASSIGNMENT

Deliverables:

- Learning needs assessment of the CTC
- Monthly reports to host site and AIHA's HIV/AIDS Twinning Center tracking experiences, successes, and challenges (specifically documenting mentorship, consultation and training provided)
- Final report

RESPONSIBILITIES OF PARTICIPATING STAKEHOLDERS

Volunteer:

- Complete the scope of work in the timeframe outlined
- Complete organizational assessment within the first two weeks of assignment
- Complete monthly monitoring and evaluation reports
- Submit a post-assignment final report and participate in an exit interview
- Interact with clients, community members and local staff in a manner that is consistent with social, cultural, and traditional norms and values
- Adhere to the AIHA Volunteer Code of Conduct

Partner organization/host site:

- Provide resources necessary for the volunteer to carry out assignment successfully
- Identify a placement site for the volunteer to ensure sustainability of volunteer activities
- Submit performance assessment reports on the volunteer to the Twinning Center

AIHA Twinning Center:

- Conduct pre-assignment orientation and training for volunteer and placement site staff
- Provide volunteer with safe housing, monthly allowances, medical evacuation coverage, and travel-related costs to and from placement site
- Provide ongoing support of volunteer as needed