



## Scope of Work



Country:	<b>Tanzania – Dar es Salaam</b>
Host site:	<b>Pact Country Office with frequent travel to other regions</b>
Partner organization:	<b>Pact/Tanzania</b>
Assignment title:	<b>Program Specialist (for MVC and families living with HIV)</b>
Length of assignment:	<b>6-12 months</b>

### OVERVIEW OF VOLUNTEER ASSIGNMENT

Jali Watoto, a PEPFAR-funded project, seeks to support the Government's National Program on Most Vulnerable Children (MVC) in 26 districts in Tanzania. The program started in March 2006 and has recently been extended for two additional years with scale-up in four new districts. The target is to reach 100,000 children over a five-year period. The program essentially aims to provide a range of services based on need. Children are identified and assessed as MVC through a standard government process that has been financially supported by Pact. Grants are provided to district councils to establish coordinating mechanisms and to carry out the identification process. Pact also provides grants to NGOs/ FBOs for the provision of the range of services to support vulnerable children and families. While funds are HIV/AIDS-related and the key focus of the government's program is to provide support to children affected by HIV/AIDS, the target group of children in this case is wider. Being cognizant of the funding source and aware of a potentially underserved group (children living with HIV and their parents, who are also likely living with HIV), the volunteer will identify the extent to which the Jali Watoto program in particular meets the needs and rights of children affected. This will include focusing on the future care and protection of children affected by HIV/AIDS by ensuring that parents/caregivers have access to care and treatment services. In addition, the availability of VCT services for adults, adolescents, and children in the respective districts will be mapped. Where improvements and linkages can be made, the volunteer will (in conjunction with Program Officers and the Anti-stigma Coordinator) develop or adapt tools, guidance, and training materials, and will make recommendations in relation to addressing the needs and rights of children and families affected by HIV/AIDS.

#### **Potential in-country placement sites:**

The volunteer will be part of the Jali Watoto team in the Pact country office in Dar-es-Salaam. The team is made up of program officers, grants officers, M&E officers, a program assistant, a Capacity Strengthening Officer for national and local government, an Anti-stigma Coordinator and a Program Manager, plus numerous others whose time and efforts contribute towards the objectives of the program. Pact is made up of more than 60 professional, administrative, and support staff.

**Length of the assignment:** 6-12 months, full time  
(8 hours per day; 5 days per week)

**Name and title of supervisor:** Jane Calder, OVC Program Manager, PACT

**Volunteer qualifications:**

*Required:*

- Masters of social work or public health , MSW or MPH
- Minimum of 2 years experience working on health education/health promotion programs with a focus on HIV/AIDS related to children
- Thorough knowledge of MVC, in particular as related to HIV and AIDS
- Knowledge of HIV/AIDS as it relates to children
- Good written and oral communication skills and fluency in English
- 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 non-governmental organizations

*Preferred:*

- Knowledge of the host country's health system and culture
- Ability to work independently with strong leadership skills
- Previous experience working in a low-resource setting
- Working knowledge of Kiswahili

**OBJECTIVE OF THE VOLUNTEER ASSIGNMENT**

**Objectives:**

To identify the extent to which the Jali Watoto program currently meets the needs and rights of children infected and affected by HIV/AIDS.

To recommend improvements in practice and develop culturally sensitive tools, guidance documents and training materials that can be made available to both Pact and the MVC Implementing Partners Group.

**ACTIVITIES OF THE VOLUNTEER ASSIGNMENT**

**Volunteer activities:**

Work with the Jali Watoto team (Program Officers and the Anti-stigma Specialist) to:

- Carry out a baseline survey through a review of Jali Watoto's detailed needs assessment forms to identify the number of children known to be living with HIV or in AIDS-affected households that are being provided with services from the program

- Determine the proportion of children with HIV with whom the program is known to be working and compare with local data at district and regional levels (related to the number of children tested for HIV)
- Map national/local medical services and other sources of support for children with HIV and families affected by HIV/ AIDS
- Together with partner organizations, develop the means to sensitively identify children at risk of HIV and make referrals to appropriate services
- Review Jali Watoto's current training program, and develop or adapt additional materials
- Explore the means of building the capacity of partners to address the needs and rights of children affected by HIV/AIDS
- Make specific recommendations and develop guidance on PSS, nutritional support, and protection for children from HIV/AIDS-affected families
- Make specific recommendations and adopt or develop guidance on prevention of HIV amongst youth and adolescents and on PMTCT
- Work together with the Anti-stigma Coordinator to address and document the role that stigma plays in the under serving of children infected with HIV or affected families and develop a strategy to address stigma that contributes to children with HIV not being identified and treated

## **EXPECTED OUTCOMES OF THE VOLUNTEER ASSIGNMENT**

### **Deliverables:**

- Organizational assessment of the placement site
- Monthly reports to host site and AIHA's HIV/AIDS Twinning Center tracking experiences, successes, and challenges
- Report/present a set of recommendations to the Implementing Partners Group at the national level and specific recommendations for Pact's OVC program as to how children and families can best be identified and supported with appropriate services (in the form of a final report/lessons learned document)
- 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