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JOB ADVERT

VACANT POSITION (1) – FIELD OFFICER

Duty Station: Lodwar, Turkana County

Reports to: Program Coordinator – GF HIV Program

Background

AIC Health Ministries (AICHM) is a faith-based organization committed to providing holistic, quality, and accessible health services across Kenya. AICHM is currently implementing the Global Fund (GF) GC7 HIV Program in partnership with the Principal Recipient Kenya Red Cross Society (KRCS) in Turkana County; AICHM is seeking to recruit a Field Officer who will support the effective implementation of Treatment Care and Support, PMTCT, AGYW, OVP and Human Rights activities in Turkana Central Sub County.

Job Summary:

The Field Officer will support the effective implementation, monitoring, and coordination of HIV interventions seeking to reduce HIV incidence and improve sexual and reproductive health (SRH) outcomes among adolescent girls and young women (AGYW), Other Vulnerable Population and People Living with HIV in the target communities. The Officer will implement the project activities in a timely and professional manner, according to GF GC7 HIV Project objectives, goals and indicators and in line with donor requirements.

Key Responsibilities:

- Planning, Coordination, and implementation of HIV prevention activities, aligning with national strategies and Global Fund guidelines.
- Work with local structures to foster positive knowledge, attitudes & practices by community members on up take of HIV prevention and treatment services amongst all age cohorts.
- Foster strong working relationships with County Health Management Teams (CHMTs), community leaders, and implementing partners to ensure successful project delivery.
- Collaborate with C/SCHMTs to identify and engage Community Resource Persons (CORPs) to support peer education, defaulter tracing, adherence counselling, and treatment literacy and to reach priority populations including AYP, HRG, OVP, and PLHIV.
- Provide capacity building, mentorship, and technical support to healthcare workers, peer educators, and mentor mothers on effective HIV prevention and care strategies. Guide peer educators on practical approaches to improve ART adherence, viral load monitoring, and client retention in care.
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- Participate in supportive supervision and site visits, including Routine Data Quality Assessments (RDQAs), to ensure data integrity and adherence to project standards.
- Work with the M&E and the project team to track and report project inputs, processes, outputs, outcomes, and impact in line with set indicators and targets.
- Maintain well-organized project documentation and develop success stories, best practices and lessons learned to highlight project achievements and areas for improvement.
- Prepare and submit accurate and timely monthly, quarterly, and semi-annual reports to the Program Coordinator for submission to the donor.
- Provide constructive feedback to CORPs, facilities and stakeholders to support continuous improvement in data quality and service delivery.
- Promote ethical conduct, safeguarding, and confidentiality in all field activities.
- Undertake any other duties as assigned by the supervisor to support successful project implementation.

Qualifications and Experience

- Bachelors in (Public Health, Social Science, Nursing, Clinical medicine, or related field), and **demonstrated experience in implementation of community projects and working in field-based teams.**
- Minimum of 3 years of experience in HIV program implementation, preferably under Global Fund or donor-funded programs.
- Demonstrated ability to work collaboratively in a multi-disciplinary environment and manage multiple priorities effectively.
- Excellent communication and interpersonal skills, including ability to work with diverse community.
- Proficiency in MS Office (Word, Excel, PowerPoint) and mobile data collection platforms (e.g., ODK, Kobo Toolbox). groups.

Desirable (Preference Will Be Given to Candidates Who Have):

- Knowledge of the Global Fund funding model, and familiarity with the Global Fund HIV Programming and implementation guidelines with experience in HIV will be an added advantage.
- Knowledge Strong understanding of HIV programs, including prevention methods, national guidelines, and reporting systems.
- Strong understanding of Kenya's HIV guidelines, community engagement, and differentiated service delivery models.
- Familiarity and hands on with Global Fund M&E tools and reporting procedures.

How to Apply

Interested and qualified candidates should submit a **cover letter**, a **detailed CV** and credentials to:

recruitment@aichm.org **NOT later than 19th October 2025.** Applications will be reviewed as they come. Only shortlisted individuals will be contacted.

AICHM is an equal opportunity employer, all are encouraged to apply.