

Contract duration	: 12 Months Fixed Term Contract
Anticipated start date	: 15 March 2024
Closing date for applications	: 21 February 2024
Remuneration	: Market related
ABYM COORDINATOR	: EAST LONDON

Beyond Zero (BZ) has been successfully implementing comprehensive services across the HIV and TB care continuum in the Eastern Cape (EC), Free State (FS), KwaZulu-Natal (KZN) and Limpopo Provinces in the past 18 years; targeting key and vulnerable populations including adolescents and youths, sex workers (SW), orphans and vulnerable children (OVC) and men who have sex with men (MSM) and people living with HIV amongst others.

As one of the 4 nominated Principal Recipient (PRs) in South Africa to lead and provide strategic management, oversight, monitoring, and evaluation on the implementation of the Global Fund grant.

Purpose of the role

The ABYM Co-ordinator will co-ordinate, provide support and guidance to BZ AYP subrecipients in the implementation of ABYM interventions and activities for the GF award. Working closely with all BZ AYP subrecipients, provincial stakeholders and communities. The ABYM Co-ordinator will support planning, implementation, monitoring, evaluation and strengthening program quality for the ABYM specific activities. Optimise support on establishment, implementation, and functionality of safe spaces for out of school beneficiaries. The position will provide oversight, mentoring, capacity building and ensure skills transfer on ABYM comprehensive prevention, treatment, care and support under the specific module of GF AYP award. Working closely with AYP Programme Manager, ABYM Specialist, government departments, subrecipients and communities. The ABYM Co-ordinator will ensure optimal compliance to donor reporting and monitoring requirements to support achieve and track performance against set targets, document lessons learnt and best practises.

Duties and Responsibilities:

1. Co-ordinate ABYM specific activities

- Co-ordinate implementation of AYP module activities working closely with the SRs, ABYM Manager, AYP Technical Lead, other GF PRs, and the government departments at specific provinces on the rollout of comprehensive prevention, treatment, care and support services (HIV, TB, STIs, ART etc.)
- Co-ordinate implementation of ABYM special projects for NFM3 by selected SPs i.e., Grassroots soccer, One Man Can, Soul Buddyz etc.
- Assess training needs, facilitate training, and provide on-going high-level mentoring, coaching and supportive supervision to the SR team on ABYM services.
- Conduct routine program oversight including on-site visits as part of ensuring quality improvement and be an available support resource to the teams as and when needed.
- Contribute to the BZ knowledge management hub on ABYM components (document key lessons learnt and best practices as well as promote information exchange)
- Attend ABYM meetings and programme performance reviews at provincial level and government departments

2. Implementation

- Supervise the planning and implementation of ABYM activities in line with the GF grant AYP programme description within the BZ GF grant selected subdistricts
- Support the monitoring and evaluation of the ABYM activities against set targets
- Facilitate monthly SR meeting for ABYM specific update, programme reviews, identification of bottlenecks and quality improvement plans.
- Continuously review SR compliance to funder policies, procedures and guidelines.

3. Relationship management

- Participate in key programme related meetings within the BZ AYP supported provinces and other AYP PRs.
- Develop and maintain close collaboration and coordination with key stakeholders to guarantee smooth implementation of activities and achievement of results within the allocated sub-districts.
- Facilitate linkages between the Sub-Recipients and DOE, DOH, DSD for the successful implementation of ABYM program in the selected BZ AYP Provinces.

4. Reporting

- Develop comprehensive program reports in line with donor reporting requirements and constantly provide the SI unit with ABYM analysed results and make evidence informed decisions.
- Provide weekly, monthly, quarterly and semi-annual reports as required.

Minimum Qualification, Education and Experience

- A three-year Diploma/ Degree qualification in Communication, Education, Health, Public Health, Social Science or Social Work or equivalent.
- 3 years proven working experience in a similar position.
- Extensive knowledge of stakeholder management, community engagement, HIV/AIDS, TB and STI issues among key populations in South Africa.
- Advanced computer skills in the Microsoft Office Package.
- Exceptional verbal, written, presentation and facilitation skills.
- Ability to work effectively both independently and as part of a team.
- Strong negotiations, time management and conflict resolutions skills.
- Excellent organizational and administrative skills.
- Valid SA driver's license and ability to travel extensively.

Skills & Competencies

- Excellent organizational and prioritization skills
- Exceptional verbal, written, presentation and facilitation skills.
- Ability to work effectively both independently and as part of a team.
- Strong negotiations, time management and conflict resolutions skills
- Excellent organizational and administrative skills
- Ability to work in highly pressurized work environment with very tight deadlines

By applying for any of the above-mentioned positions, applicants consent to BZ to conduct qualification, ID, Criminal and Reference checks on them which form part of its recruitment process.

To Apply: Cover letters clearly stating the Position being applied for and preferred region/location as mentioned on the adverts, CVs, and copies of qualifications must be forwarded to qfrecruitment@beyondzero.org.za

NB. Applicants who have not heard from Beyond Zero one month after the publication of these adverts should consider their applications unsuccessful and any future correspondence from BZ thereof will be limited to shortlisted applicants only.

Beyond Zero reserves the right to re-advertise any of the above listed Positions should the need arise and reserves the right not to fill any of the listed Positions.

None South African Citizens and non-South African Permanent Residence holders must be in possession of valid documentation authorizing them to work in South Africa. Beyond Zero is an equal opportunity employer.

Candidates from key vulnerable populations are encouraged to apply.

By expressing the interest in the position, applicants are consenting in terms of POPI Act for their curriculum vitae be shared with the relevant people authorised to act on behalf of BZ in the recruitment process

