



BeyondZero

a partner in public health transformation

Contract duration	: 10 Months Fixed Term Contract
Anticipated start date	: 1st June 2024
Closing date for applications	: 19 May 2024
Remuneration	: Market related
1x ESL COORDINATOR-	: EAST LONDON

Beyond Zero (BZ) has been successfully implementing comprehensive services across the HIV and TB care continuum in the Eastern Cape (EC), 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:

Coordinate the project aimed at strengthening economic and work opportunities related activities for Adolescent Young People, project tracking and reporting. Implementation of the ESL programme will be in line with GF AYP programme description. The AYP ESL co-ordinator will work collaboratively with the selected SP in the AYP sub-district to implement the ESL programme, government departments, other partners implementing the economic strengthening and livelihood programmes. ESL Co-ordinator will support planning, implementation, monitoring, evaluation and strengthening program quality for the AYP ESL Programme. ESL 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

To perform this job successfully, an individual must be able to perform the following:

1. Co-ordinate AYP Economic Strengthening and Livelihood programme activities

- Co-ordinate implementation of AYP ESL module activities working closely with the SRs, ESL Service Providers, AYP Specialist, other GF PRs, and the government departments at specific provinces on the rollout of a comprehensive Economic Strengthening Livelihood programme as determined by the GF award for AYP programme and in line with National strategic Plan 2017-2022
- Develop an ESL Light Programme Implementation Plan(s) in alignment with the AYP Implementation plan, including plans that monitor and support Service Providers to deliver high quality deliverables.
- Be informed about national and provincial HIV/AIDS AYP and economic strengthening livelihoods strategies and plans and ensure BZ's alignment to these



BeyondZero

a partner in public health transformation

- Conduct routine program oversight including on-site visits as part of ensuring quality improvement and be an available support resource to the SR teams and service providers as and when needed
- Contribute to the BZ knowledge management hub on AYP ESL component (document key lessons learnt and best practices as well as promote information exchange)

2. Implementation

- Orientate Service Providers on the goals, objectives, targets, and programme quality requirements of the ESL Light Programme through workshops, meetings and responding to queries.
- Supervise the planning and implementation of AYP ESL activities in line with the GF grant AYP programme description within the BZ GF grant selected subdistricts.
- Support the monitoring and evaluation of the AYP ESL program activities against set targets.
- Facilitate monthly Service providers meeting for AYP ESL module update, programme reviews and analysis, identification of bottlenecks, risks, programme impact and support development of quality improvement plans.
- Provide supporting materials and information to Service Providers to strengthen programme development and service delivery excellence.
- Share information and reports with finance and compliance team to support compliance with contractual obligations between the SP and BZ

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 and partners implementing similar projects to guarantee smooth implementation of activities and achievement of results within the allocated sub-districts.
- Facilitate linkages between the Sub-Recipients and Service Providers, Service provider to Service provider for the successful implementation and benchmarking of the AYP ESL 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 AYP ESL analysed results and make evidence informed decisions.
- Provide weekly, monthly, quarterly, and semi-annual reports as required.

Minimum Qualification, Education and Experience

- B-degree (Health or Social Science or Economic Development)
- 3 years managing projects and programmes against specific milestones. Proven track record of project management with an emphasis on deadline management.
- Experience within the HIV/AIDS sector.
- Project management skills
- Valid SA driver's license and ability to travel extensively.

Skills & Competencies

- Knowledge of youth Livelihood approaches
- Excellent MS Office skills including Word, Excel, Outlook, and PowerPoint
- 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



BeyondZero

a partner in public health transformation

- Excellent organizational and administrative skills
- Ability to work in highly pressurized work environment with very tight deadlines.

Valid Driver's license and ability to travel extensively. 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 stated on the advert, CVs, and copies of qualifications must be forwarded to gfrecruitment@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.

Beyond Zero is an equal opportunity employer.

Candidates from key vulnerable populations are encouraged to apply.

It is unlawful to employ a person who does not have permission to live and work in South Africa.
Unless the advert states otherwise, please ensure you have this permission before applying.

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

