

<b>Attachment 1:</b>	<b>Job Description</b>
<b>Title of Position:</b>	<b>Project Officer</b>
Date of job description:	August 2020
Reporting to:	Thematic Lead Adolescent Health
<b>Main tasks and responsibilities</b>	
<ul style="list-style-type: none"> <li>• Program oversight for projects related to Adolescents and Young People Sexual and Reproductive Health Rights (AYSRH) at ICRHK</li> <li>• Supervise clinical and community teams in providing sexual and reproductive health services to adolescents and young people</li> <li>• Conduct on-job training and other forms of capacity building for clinical staff providing AYSRH services at health facilities</li> <li>• Participate in AYSRH stakeholder forums or Technical Working Groups at county and sub-county levels</li> <li>• Generate monthly and quarterly work plans based on the annual approved work plans</li> <li>• Generate quarterly and annual reports to the MOH and relevant donors (and partners)</li> <li>• Performs other duties as assigned</li> </ul>	
<b>Specific Requirements</b>	
<p>Essential qualifications</p> <ul style="list-style-type: none"> <li>• Degree in a health or a social science</li> <li>• 3 years' experience in research or in program support</li> <li>• Experience in Adolescent Sexual and Reproductive Health or in Sexual and Gender-Based Violence</li> <li>• Strong supervisory and management skills</li> <li>• Ability to work independently with strong problem-solving skills</li> <li>• Good verbal and written English and Swahili</li> <li>• Proficiency in Microsoft excel</li> </ul>	