



## Asian Harm Reduction Network (AHRN)

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### **JOB VACANCY** **AHRN/YGN/23/015**

**Date: 10 Mar 2023**

**Position : Deputy Director (Health Affairs) (1) post**  
**Location : Yangon**

The Asian Harm Reduction Network (AHRN)-Myanmar is an International Non-Governmental organization, which is implementing a harm reduction programme to reduce HIV transmission among people injecting drugs, their (sexual) partners and the communities they live in by providing support to implementation of harm reduction interventions and to create an enabling and supporting environment through advocacy, capacity building, training and service provision.

AHRN-Myanmar is looking for highly motivated and reliable individuals who are keen to be part of an active team/organization that delivers wide range of services to improve the health of vulnerable person to fill in the position of “**Deputy Director (Health Affairs)**” for its ongoing Harm Reduction activities in Myanmar.

- The position is full-time, based in Yangon with a probation period of three months.
- Starting date of the contract: As soon as possible

#### **Personal and Professional Requirements**

- Degree in medicine, development and other relevant field at least 4-5 years of experience working in management position with INGOs or LNGOs.
- Demonstrated ability to coordinate teams in health improvement projects in Myanmar, particularly Harm Reduction projects and demonstrated ability to work with a range of external partners and community members; experience working with community-based organizations, civil society organizations and government agencies;
- Proven interpersonal skills and ability to work effectively in a team.
- Excellent written, verbal, presentation and interpersonal communication skills in English and Myanmar;
- Willingness and ability to travel within Myanmar to project areas.
- Willingness to work with drug users and their families;
- Keen interest in contributing to HIV/AIDS responses in Myanmar;

## **Main Responsibilities**

### **Drug Treatment and Mental Health Related Tasks**

- Implement Drug Treatment and Mental Health intervention according to WHO, international and national drug policy and guidelines;
- Coordinate with AHRN Health Unit, Projects and organizations (both internally and externally) for drug treatment and Mental Health activities to be holistic;
- Monitor drug treatment and Mental Health activities, effectiveness and quality of services, for example, by ensuring that service provision is evidence based and provided by experienced and appropriately qualified staff;

### **Technical Tasks**

- Providing technical support to HD in Developing and upgrading protocols, guidelines and resource material on AHRN Medical Interventions on HIV interventions among drug users, Drug Treatment, Hepatitis B screening and vaccination, Hepatitis C Treatment, Primary health care, Malaria, SRHR other treatment related to Drug Use like overdose, abscess management, referral;
- Technical resource focus on Drug Treatment (Methadone), Mental Health, Hepatitis, VBDC, Malaria, SRHR, buddy nursing care (non-HIV related) and infection control and providing technical support to all staff related to these matters;
- Develop, revise and update Drug Treatment Protocols/guidelines;
- As member of the Health Unit, contribute to strategic and operational discussions and ensure timely reporting of Health Unit outputs;
- Ensure the infection control in the clinics, DICs and safety precautions for the staff;
- In-charge of the development of Mental Health Service provision guidelines;
- Supervise and work closely with SRHR Manager in development and expansion of SRHR interventions into existing Harm Reduction Program;

### **Coordination Tasks**

- Ensure good communication and share of information between different units;
- Review medical data for programmes and report concerns to HD for discussion and action as needed;
- Checking all National programs reports submitted by field offices and provide necessary inputs and suggestions to HD to finalize the reports;
- In coordination with HD, provide recommendations and technical inputs in proposal developments;
- Representing AHRN Myanmar on medical related meeting events;
- Representing AHRN Myanmar at national and local level advocacy with concerned authorities (MoH, DoH, NAP...) in consultation with the Program Director and Health Director;

### **Tasks in role as focal point for individual AHRN services**

- Overall responsibility of AHRN Medical Interventions and Services (Drug Treatment, Mental Health, Hepatitis B/C, Sexually Transmitted Infection, Malaria and Primary Health Care for PWID, PWUD and their partners and families in AHRN Drop-In-Centers/Clinics assigned by AHRN Management;

- Ensure that every health personnel in AHRN clinics are applying and following universal precautions, medical guidelines (AHRN, WHO), operational guidelines, ad-hoc guidelines documented by AHRN;
- Closely collaboration with Health Unit in Yangon in the quality assurance and monitoring & evaluating existing health care services, developing new policy/procedures, and implementation of those policies into practices in assigned project sites/clinics;
- Ensure meetings are held with counterpart in Yangon from programme unit to ensure individual roles and responsibilities are discussed and agreed upon;
- Act as lead person for projects, providing all advice, guidance and discussions on all clinical aspects of the service;
- Seek advice, information and guidance when required, from the technical advisor focal person responsible for specific intervention or service area e.g. MMT, BPN;
- Be in regular contact with the relevant person in the project through phone, e-mail etc;
- Be involved in regular monitoring visits to projects – which should include newly developed quality assurance check-lists and also medical unit achievements in terms of data;
- Responsibility for ensuring targets are reached, and if not measures are implemented to address this;
- To support project sites in submitting cases regularly, when appropriate, to head office case management team;
- Responsible for different tasks supporting to AIS Program, GFATM, AHF and Health focal, ranging from making proposal, report submissions, attending meeting, representations, program coordination support of assigned offices, support monitoring visits to field offices, etc.;

#### **Additional Tasks for GFPs for Prevention, Treatment and Care**

- Responsible as Geographical Focal Points (GFPs) for the implementation, quality control and management of the whole continuum of care cascade of clients i.e., Prevention, Treatment and Care;
- Responsible for the smooth running of projects by liaising with Project Managers/Program Coordinators on financial management, Human Resource Management, M&E management, logistics management;
- Technical support on project's medical interventions and clinics through update guidelines, clinical guidance, patient care;
- Liaise with Technical Focals of Yangon (Counselling, OST, Hepatitis, HIV, TB, Outreach, Peer, CPW, M&E..) on unclear points or technical needs of the projects to provide the possible solutions of the issues raised by the projects;
- Coordinate with Best Shelter in the project areas for CPWs and Mobile team referrals for HIV/TB testing, adherence follow up etc;
- Focal for making advocacies and enabling environments for the project with different stakeholders and local administrative bodies;
- Raising the sensitivities of the local issues, conflict situations, authorities' abnormal requests to MT via mail for awareness and provide solutions to the projects as well as conveying MT's engagement policy;

- Responsible for making sure that approved reports by MT are delivered in time at the regional as well as project level in a recorded manner;

### **Training Development Tasks**

- Technically supervise, train and support medical staff in clinical care for proper and quality patient management;
- Identify training needs for medical staff and plan and carry out training/refresher courses in coordination with HD and Program unit;

### **HR Support Tasks**

- Provide technical feedback of Health unit staff to related supervisors;
- Collaborate with the Head of HR and HD on the recruitment of medical staff;

**Application deadline:            24 Mar 2023**

Applications should address all Selection Criteria, and should include a cover letter along with a copy of current Curriculum Vitae listing two referees and their complete contact details (i.e., name, position title, organization, phone, fax, email, and mailing address details). Attention to **Human Resources Team, Asian Harm Reduction Network (AHRN-Myanmar)** and send the applications to:

**AHRN Yangon Office**                                :            No.135 (G), MawyaWaddy Street, 8 Mile, Pyay Road, Mayangone Township, Yangon.

Or e-mail to [jobs@ahrnmyanmar.org](mailto:jobs@ahrnmyanmar.org), online applications should be clearly mentioning the job title and location in the subject line.

Additional information: -

- Only short-listed candidates will be contacted for a personal interview.
- Please do not send original documents as it will not be returned.

**AHRN has a zero-tolerance policy on any kind of sexual exploitation, abuse and harassment. AHRN expects full commitment of its employees with AHRN Code of Conduct including PSEA policy.**