



HIV/AIDS RESPONSE

HIV SENIOR MEDICAL OFFICER Fixed-term contract Grade 4

The Organisation

Our client is a donor-funded organisation and partner in development in Namibia, working closely with the Ministry of Health and Social Services (MoHSS) Directorate Pharmaceutical Services, deploying staff at hospitals and health facilities across the country as part of a coordinated effort with the MoHSS. Their goal is to increase the human capacity needed to provide HIV/AIDS clinical care in countries and regions that are most significantly impacted by the AIDS epidemic. Further to this, our client seeks to support and assist such countries and regions in their development of locally determined health care worker systems to become optimally resourced, highly responsive, and self-sustaining.

The Region

Zambezi Region | Katima Mulilo District - Katima Mulilo State Hospital

The Position

Key Responsibilities will Include:

1. Supervisory, Leadership and Managerial Roles and Responsibilities (15%)

- Provides direct technical and supervisory support to the HIV Clinical Care Coordinators (HCCCs) including the Namibia Adherence Treatment Supports (NATS) coordinators and Differentiated Service Delivery (DSD) coordinator in the regions as assigned by the HIV Chief Medical Officer (HIV/AIDS and STI Program).
- Provides the HIV Chief Medical Officer and the Regional Chief Medical Officer (HIV/AIDS and STI Program) with routine supervisory, leadership, and management reports on the performance of HCCCs, DSD and NATS Coordinators within the assigned regions.
- Collaborates with and provides technical support to all relevant stakeholders involved in the HIV and TB cascade within assigned the regions.
- Prepares and submits monthly and quarterly activity plans and reports to the Regional Management Team (RMT) and the HIV Chief Medical Officer.
- Submits Performance Agreement report to RMT with a copy provided to Potentia, in accordance with the MoHSS Performance Management Policy

2. HIV-related management, coaching and support: 60%

- Provides on-site clinical training to healthcare workers HCWs on HIV prevention and the management of people living with HIV (PLHIV) in accordance with the Namibian National Guidelines, including adult and paediatric antiretroviral therapy (ART), prevention of mother-to-child transmission (PMTCT), early infant diagnosis (EID), and the treatment of tuberculosis (TB), sexually transmitted infections (STIs) and other opportunistic conditions.
- Works closely with HCWs during inpatient ward rounds of outpatient consultations to ensure the provision of comprehensive quality care to PLHIV
- Monitors patient outcomes, treatment adherence, and program effectiveness, and recommends appropriate interventions to improve service delivery.
- Provides on-the-job training through clinical consultations, supports HCWs in resolving clinical challenges and ' to problem-solve and provides guidance on the management of ART patients as required.
- Assists in the development of Standard Operating Procedures (SOPs) for the provision of TB/HIV clinical care at the ART clinics in collaboration with other relevant departments in the hospital. This includes improving patient flow, tracking patients who have defaulted on treatment, and strengthening referral pathways through the development of appropriate clinical algorithms.
- Supports Cervical Cancer Screening and facilitate linkage to care for Women Living with HIV within the assigned region.
- Supports tuberculosis screening and prevention among PLHIV as well as clinical management of patients with TB
- Provides technical guidance to HCWs and closely support operational research practices at the health facilities, district and regional levels.
- Facilitates and coordinates project ECHO sessions to augment the ongoing clinical training and coaching efforts. This includes, mobilizing mentees to attend the sessions, active participation during the session, and presenting didactic topics and/or case scenarios.
- Participates actively in the HIV drug resistance Central Clinical Committee by regular attendance in the HIV DR ECHO meeting
- Participates as a member of the MOHS S Regional Support visit team for the assigned region
- Supports the implementation of HIV-related programmes and projects as assigned by the HIV Chief Medical Officer (HIV/AIDS and STI Program).

3. Quality Assurance (QA) & Performance Monitoring (15%)

As this role supervises HIV Clinical Care Coordinators (HCCC), the Senior HIV Medical Officer's QA responsibilities focus on oversight, capacity building, validation, and accountability rather than direct front-line tasks.

- Supports the establishment and institutionalization of functional, continuous Quality Improvement (QI) and Quality Assurance (QA) systems at health facilities, including strengthening multidisciplinary QA/QI committees and client feedback mechanisms.
- Provides technical oversight to HCCCs and facility QA focal points to ensure QA plans are developed, implemented, monitored, and aligned with regional performance targets.
- Promotes the routine use of facility performance data (e.g., monthly HIV indicators) to identify performance gaps and inform improvements.
- Collaborates with Regional M&E Officers to ensure data quality through validation exercises and routine data quality assessments.
- Monitors and reports on priority HIV quality indicators, highlighting performance trends, key achievements, identified gaps, and recommendations for improvement.
- Leads regional preparedness and follow-up for programmatic assessments (e.g., Quality Improvement Monitoring System (QIMS) and external reviews), ensuring facility self-assessments, action plans, and implementation follow-up.
- Coordinates QA and accreditation readiness activities at prioritized sites, aligning facility workplans with district and regional priorities.
- Provides oversight of facility-led clinical and mortality audits (e.g., TB mortality audits) by reviewing methodologies, endorsing key findings, and guiding the development and implementation of corrective action plans.
- Ensures that multidisciplinary regional quarterly performance reviews are conducted, gaps are identified, and corresponding recommendations and action plans with interventions are developed and monitored for effective implementation.

4. Non-Coaching support for HIV-related care and treatment: 10%

- Provides didactic HIV-related training sessions to health professionals, both in the state and private sector as needed, according to established curricula and using various methodologies (including distance learning).
- Assist as requested with updating and revision of TB/ HIV-related training materials and national guidelines.
- Participate as a member of the MORSS Regional Support visit team for the Region(s) in which the senior medical officer is posted and/or for other Regions as requested.
- Participates in the establishment and institutionalization of functional continuous quality improvement systems at all health care facilities
- Participate in QA trainings and other activities organized by the MoHSS Quality Assurance division.
- Provides technical support to Regional M&E Officers and Data Clerks within the assigned regions to validate routine HIV program data for quality, completeness and accuracy.
- Ensures routine use of program data for program monitoring and improvement.

The Person

Minimum requirements:

- Postgraduate Diploma or a Master's Degree in Family Medicine, Public Health or other health-related fields.
- Medical Doctor (MD) with a minimum of 5 years' experience in Clinical HIV and AIDS Care, including the provision of ART treatment.
- Registration with Namibian Health Professional Council.

Desired Skills, Trainings, and Experiences:

- At least 2 years' experience with program planning, assessment and implementation of HIV clinical care.
- At least 1 years' experience in HIV Quality improvement methodology and project management.
- Experience in the provision of HIV clinical training and curriculum development.
- Experienced patients and management of drug resistance HIV.
- Ability to write reports, analyse and interpret data.
- Excellent interpersonal skills and communication skills.
- Ability to work with people of different backgrounds.
- Ability to work effectively in an evolving policy environment.
- Demonstrated ability to be a team player with team-building skills
- Willingness to travel to clinics and hospitals throughout Namibia.
- Excellent computer skills, including software such as Microsoft word, excel and power point

Interested?

This is a **fixed-term contract** position, and our client offers an attractive package.

The closing date for applications is **05 August 2026 at 19h00**.

Follow the application instructions on the Potentia website www.potentia.com.na and upload a copy of your CV and qualifications.

All applications must be accompanied by a comprehensive curriculum vitae, certified copies of educational qualifications and other supporting documents. All foreign qualifications must be evaluated by the Namibia Qualification Authority (NQA).

Only electronic applications and CVs submitted via the Potentia website will be accepted. All suitably qualified Namibians are encouraged to apply. Please consider your application unsuccessful if you are not contacted within 2 weeks of the closing date. Please note that our partner reserves the right to only employ individuals who fall within their retirement age guidelines and policies. Our client also reserves the right not to make any employment offer or appointment.