



Vacancy: FutureLife-Now Regional Coordinator

MIET AFRICA requires a Regional Coordinator to take responsibility for the effective implementation of the FutureLife-Now programme in the SADC Region. FutureLife-Now is a SADC programme that aims to reduce new HIV infections and increase ART adherence amongst youth through school-based responses. This is 44 month contract position, commencing 1 May 2019 and ending 31 December 2022. The successful applicant will be based at MIET AFRICA's head office in Durban, South Africa.

Key Performance tasks

- Contribute to effective implementation of regional activities by working with the FutureLife-Now team
- Manage effective implementation of the FutureLife-Now programme, including the budget, in one Member State
- Provide support to and manage in-country FutureLife-Now staff
- Coordinate in-country activities with FutureLife-Now partners (e.g. HSRC, UNFPA, UNITAR etc)
- Establish and maintain positive working relationships across MoE Directorates and relevant line ministries and stakeholders
- Ensure effective and timeous planning, monitoring, and reporting on FutureLife-Now
- Ensure financial and administrative procedures are adhered to for submission of returns
- Manage effective communication and flow of information

Requirements

- Relevant tertiary qualification
- Experience, knowledge and understanding of the education, health and development environments (knowledge of HIV and SRHR will be an advantage)
- Minimum 5 years experience of working with government and non-government partners in the SADC Region
- Experience in establishing and maintaining high level relationships with Ministries of Education and partners in the SADC Region
- Good management, planning and organizational skills
- Good computer skills (word, excel and powerpoint)
- Excellent communication skills, both verbal and written

Interested applicants should email the following documents:

- 1) A letter of application, clearly stating "Regional Coordinator"
- 2) Curriculum Vitae
- 3) Copy of ID or passport
- 4) Copy of driver's licence
- 5) Copy of qualifications
- 6) (In the case of non-South Africans) Copy of work permit

To: HR Department, MIET Africa

Email: applications@miet.co.za

The remuneration package will be negotiated with the successful applicant.

Incomplete applications will not be considered.

MIET AFRICA reserves the right not to fill the post, or to re-advertise to widen the pool of applicants. It also reserves the right to do a complete verification of all information supplied.

Closing date for applications is 24 April 2019.

Only shortlisted candidates will be contacted.