



**VACANCY ANNOUNCEMENT**  
**National Professional Officer – HIV/AIDS**

The World Health Organization invites experienced and qualified Palestinians to apply for the post of National Professional Officer – HIV/AIDS to be based in WHO Jerusalem Office.

**Description of duties:**

Under the supervision of the Head of Office, the incumbent will perform the following duties:

- To assist the national authority in development and implementation of the HIV/AIDS programs and contribute to the development and/or introduction of new approaches, methods and practices in project management and evaluation;
- To monitor the implementation of the programs, analyze and evaluate data to ensure achievement of objectives and/or take corrective actions when necessary to meet program expected results;
- To collect, summarize, analyze and disseminate relevant data and background information related to the activities in the field of HIV/AIDS and related programs in the country;
- To ensure uniformity and consistency of the requests for implementation of the Joint Program of Collaboration (JPRM) activities received from national authorities related to the programs assigned to him/her;
- To assist in developing the Terms of References and programs of work of the WHO staff members visiting “country” and Short Term Consultants (STCs) on HIV/AIDS programs; to facilitate their missions and follow up implementation of their recommendations;
- To develop the Terms of Reference of the contracts with the experts, reviewing their technical reports and provide appropriate comments;
- To prepare and make presentations to the national workshops, training courses and meetings in the country;
- To assist the WHO in preparing technical reports, documents, advocacy materials and correspondences relating to the HIV/AIDS programs at the country level through regular formative monitoring and evaluation of the programs;
- To participate in task forces, thematic groups and other similar forums and preparing notes for the records, minutes of the meetings and close follow up of the decisions.

**Qualifications required:**

- At least 3 years experience in the field of disease management programs in general and in the field of HIV/AIDS prevention, treatment and care, surveillance, interventions targeting most-at-risk populations and monitoring and evaluation of interventions:
- Advanced understanding of the health system in “country and Experience in epidemiological surveillance
- Excellent communicator, analytical and interpersonal skills to work as an effective team member;
- Demonstrated ability to work in a multicultural environment and establish harmonious and effective working relationships, within and outside the organization;
- Expertise in provision of technical advisory services in program related areas and the health systems;
- Project planning, design, monitoring and evaluation and management;
- Presentation and negotiation skills;
- Wide vision on noting the issues by other aspects;
- Familiarity with mandate and function of WHO in specific and United Nations in general.
- Fluent in English and Arabic.

**Duration of contract:** Post of limited duration for 2 years.

Candidates with the above qualifications should send their CV with a covering letter of interest by **31 December 2008** to:

Fax: +972 (0)2 581 0193

Email: [info@who-health.org](mailto:info@who-health.org)

Only candidates under serious consideration will be contacted. Females are encouraged to apply.