

NORTH-EAST REGIONAL HEALTH AUTHORITY

REGIONAL TREATMENT CARE AND SUPPORT OFFICER (HPC/ALH 2)

The **North-East Regional Health Authority**, a statutory body under the Ministry of Health & Wellness with responsibility for the management and delivery of health care and public health services within the parishes of St. Ann, St. Mary and Portland, is seeking **dynamic, proactive and forward-thinking** individuals to fill the position of **Regional Treatment Care and Support Officer (HPC/ALH 2)** assigned to the Regional Office.

Summary:

Reporting to the **Regional Medical Epidemiologist**, the incumbent will be required to assist in conducting, monitoring and coordinating all activities of the treatment, care and support component.

Requirements:

- Master's Degree in Public Health
- At least five (5) years field experience in HIV/AIDS.
- Computer literate, with the ability to use software applications such as Word, Excel, PowerPoint.
- Excellent data management, research and analytical skills.
- Excellent interpersonal skills (oral and written)
- Project management certification and experience would be an asset.

Responsibilities include:

- Act as a focal point for support and guidance for treatment, care and support component.
- Support the implementation of all Treatment, Care and Support activities.
- Improve linkages between the healthcare system and the National HIV/STI Tb Programme.
- Oversee and assist with the collection, compilation of all associated data in collaboration with the Parish and Regional teams
- Collaborating with technical staff and field officers in the collection, collation, and analysis of data from treatment sites, testing sites and HIV databases.
- Attend monthly/quarterly/annual meetings/conferences/workshops and special sessions as required by the Parish/Regional/National HIV/STI Tb Programme.
- Prepare monthly/quarterly/annual ad hoc quantitative and qualitative reports and submit to the Regional Medical Epidemiologist.
- Review the cascade for the treatment site and have monthly meetings with treatment site staff and MO(H) to update and develop activities to improve the cascade.
- Provide oversight and feedback on issues of infrastructure, information technology (IT) and other assets which impact service delivery.

REMUNERATION PACKAGE PER ANNUM:

Salary Scale: \$5,055,684 – 6,009,620 per annum

Applications along with detailed resume should be sent no later than **Friday, 2025 October 17** to:

**The Director,
Human Resource Management & Development
North-East Regional Health Authority
34-38 Ocean Village Shopping Centre, Ocho Rios, St. Ann
E-mail: jobs@nerha.gov.jm or Fax: (876) 795-2747**

**WE THANK ALL APPLICANTS FOR RESPONDING, HOWEVER, ONLY SHORTLISTED APPLICANTS
WILL BE ACKNOWLEDGED**