



The Initiative for Equal Rights (TIERs) is a Nigeria-based registered non-for-profit organization working to create a society where human rights are guaranteed regardless of status, identity, orientation and affiliation. We exist to protect, uphold and promote the rights and humanity of all Nigerians through advocacy, empowerment, education, and the provision of safe platforms of convergence. We were founded in 2005 as a response to the discrimination and marginalization of sexual minorities in both HIV prevention programming, human rights protection, advocacy, and mainstream human rights work.

CALL FOR ROLE for Program Associate: Referral Officer

We are looking to hire a suitable candidate for the role of a Referral Officer to provide first-line contact and referral services to our clients.

The successful candidate will also be expected to perform client management support to the Sexual Health and Wellness team for their facility-based as well as off-site activities to deliver medical and mental health services.

He/She/they will work with activities of the community facilitators, peer educators, program officer, and all other members of the medical and program team to ensure that accurate information and services reach the community and TIERs overall goal is met.

JOB DESCRIPTION

- Work closely with the Sexual Health & wellbeing Program Officer in the implementation of planned activities within that department
- Oversee and conduct regular check on clients and their documents to ensure they follow up on all referral ethics and access services as directed.
- Work closely with community facilitators and clients to ensure access to safer sex commodities, HTS and STI services within the community center and during outreaches.
- Ensure linkage of clients for referral services. Ensure sexual partners of HIV positive clients are reached using the partner notification services and social network strategy.
- Work closely with unit program team, peer educators and other volunteers within the community center on community-based interventions and prevention messages that reflects the needs of the community.
- Ensure that valid data is collected on all client-facing activities, collated regularly and reported on stipulated date to the program officer and the M&E coordinator.

Embrace Diversity.....Stop Discrimination

Plot 9B Nob- Oluwa Street, Opposite, Babcock University School, Ogba Estate Scheme II, Ogba, Lagos. +234-8125549015

Email: info@initiative4equality.org www.initiative4equality.org tiers4equality.blogspot.com Twitter: TIERsNigeria Facebook: The Initiative for Equal Rights



THE INITIATIVE FOR EQUAL RIGHTS

- Conduct monitoring and advocacy visits to all TIERS referral sites along with the M&E officer.
- Monthly development of sexual health contents as peculiar to the needs of the community.
- Coordinate the community centre with a high level of professionalism and ensure service users feel comfortable and respect rules and regulations.
- Represent the organization at meetings as directed by the supervisor and senior staff.
- Ensure and promote confidentiality in all services provision. Provide and refer for counseling and psychosocial therapy where required.
- Work closely with all staff within the organization to achieve TIERS overall goal. Performing other duties as directed by the supervisor.

DATA MANAGEMENT

The ideal successful candidate possesses experience in basic digital management of medical records, including capturing biodata, capturing medical consultation and basic drug stock reconciliation.

Basic qualification and Experience

- Minimum qualification of a degree in science or humanities from a tertiary institution, and 3-5 years post NYSC client management experience
- At least one year providing client interface support management in the specialty of HIV and other related opportunistic infections
- Good grasp of spoken and written English and ability to communicate well in local Nigerian language(s)
- Basic computer skills and intermediate experience with Microsoft Office
- Good client interface skills and exemplary client clinical manners

Preferred Experience

- At least three years working in SHRH, HIV/AIDS and other opportunistic diseases
- At least one year working in clinical and allied advocacy space for HIV/AIDS and key population

Required Non-Clinical skills

- A heightened sense of responsibility to providing best standard care to targeted clients
- Good sense of patient advocacy and a commitment against patient discrimination.

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Salary and Benefits

The salary for this role is N180,000.00 monthly. This is a full-time employment position, with a five days a week job requirement.

A probationary six months period will be applied to the role from the date of hire.

METHOD OF APPLICATION

Interested and qualified candidates should send their cover letter and CV to aadeniran@initiative4equality.org. Email subject should read APPLICATION FOR REFFERAL OFFICER, THE INITIATIVE FOR EQUAL RIGHTS.

APPLICATION CLOSING DATE:

Application for this role closes on the 15th October 2021 at 12 p.m.

ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED.

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