

PROFILE – HEAD, STAKEHOLDER COORDINATION

Name of Organization	NACC
Job Title	HEAD, STAKEHOLDER COORDINATION
Reports to	DEPUTY DIRECTOR, COORDINATION & SUPPORT
Grade	NACC 3
Department	COORDINATION AND SUPPORT
Business Purpose/Objective	Provide leadership to ensure effective and coordinated participation of Stakeholders in the HIV and AIDS national response through routine mainstreaming in their mandates.
<p>Responsibilities</p> <ol style="list-style-type: none"> 1. Facilitate Stakeholder engagement in the HIV response in alignment to the Kenya AIDS Strategic Framework (KASF) priorities. 2. Implementation of the agreed action plans with Stakeholders to advance the HIV response. 3. Facilitate effective communication & negotiate on key issues between NACC & Stakeholders. 4. Facilitate forums that enhance partnerships, networking and linkages between Faith Based Organizations and other sectors. 5. Organize and facilitate stakeholder’s consultative and networking forums for strengthening engagement of all stakeholders in the HIV response at national and regional and county levels. 6. Provide technical guidance to stakeholders to develop sector specific work plans, and maintain strong working relationships with all stakeholders in the HIV response 7. Participate in the implementation of advocacy and public relations strategy aimed at generating goodwill and advancing the vision and mission of NACC 8. Liaise with external partners, Government officials, Development / Implementing Partners, Community leaders, other NGOs and other stakeholders on resource mobilization for the country HIV response 9. Facilitate ongoing identification of gaps and capacity development in relation to specific outputs expected from different stakeholders 10. Participate in the recruitment and selection of staff in the Programmes department/ division in order to ensure that the candidates selected have the required job competencies and are provided with orientation and induction programme necessary for effective job performance 11. Develop Terms of Reference and form Technical working groups to guidance on the appropriate modalities of engagement of stakeholders in the HIV response 	

	<p>12. Provide internal advocacy to address gaps regarding resources and internal structures, in order to accomplish the planned activities.</p> <p>13. Ensure that stakeholders especially those in Civil Society (NGOs, CBOs & FBOs) understand the Public Sector procedures of good governance and accountability including social corporate responsibility</p>
<p>Educational</p>	<p>1. Master's degree in any of the following fields or its equivalent:</p> <ul style="list-style-type: none"> • Sociology, • Social Work, • Community Health, • Psychology, • Counselling, • International Relations or studies, • Communication, • Education, • Public Health, • Divinity • Behavioral Science • Humanities • Political Science • Public Service • Nursing <p>2. Bachelor's Degree in a relevant field</p>
<p>Experience & Key competencies</p>	<ul style="list-style-type: none"> • 7 years' experience in HIV/ Health/ social development programming • Possess good understanding of engaging stakeholders dealing with HIV and AIDS programmes. • Be able to demonstrate Analytical report prepared in HIV & AIDS programmes. • Demonstrable knowledge in handling cultural diversities • Sensitive and able to work in multi-disciplinary teams. • Demonstrable ability partnership network of stakeholders in Health, HIV & AIDS programmes.