



## Job Advertisement

### Site Manager / NIMART – MSM & TG Programme

**Position:** Site Manager / NIMART – MSM & TG Programme

**Reports to:** Programme Director

**Location:** Northwest (Rustenburg) & Mpumalanga (Ermelo)

**Employment Type:** Fixed-Term Contract

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### About the Position

We are seeking a **highly motivated, experienced, and dynamic Site Manager / NIMART Nurse** to lead the implementation of an HIV Prevention Programme focusing on **Key Populations, particularly Men who have Sex with Men (MSM) and Transgender (TG) communities.**

The Site Manager will play a **critical leadership role in coordinating programme implementation, supervising multidisciplinary teams, ensuring quality service delivery, and strengthening community-based HIV prevention services.**

This role is responsible for overseeing **site-level operations**, ensuring effective programme implementation, and supporting **monitoring, reporting, and quality improvement processes** in line with organisational standards and donor requirements.

The successful candidate will also contribute to improving **access to comprehensive HIV prevention, treatment, and care services**, including **ART initiation, PrEP services, STI screening, and TB services** for key populations.

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### Key Responsibilities

The Site Manager will be responsible for the following:

#### Programme Leadership and Implementation

- Lead the **implementation of HIV prevention and treatment services** at site level.



- Ensure programme activities align with **organisational goals, national HIV guidelines, and donor requirements.**
- Oversee the delivery of **comprehensive HIV prevention services** targeting key populations.

### **Clinical Service Delivery**

- Provide **clinical services including ART initiation, PrEP initiation, STI screening, and TB services.**
- Ensure **quality clinical care and adherence to national HIV treatment guidelines.**
- Support the integration of **HIV, TB, and STI services.**

### **Team Management and Supervision**

- Supervise, mentor, and support programme staff including outreach teams and clinical personnel.
- Conduct **regular supportive supervision and coaching visits** to programme staff.
- Promote a culture of **accountability, teamwork, and continuous improvement.**

### **Monitoring, Evaluation, and Reporting**

- Ensure **accurate collection, verification, and reporting of programme data.**
- Support monitoring and evaluation processes and contribute to **programme performance reviews.**
- Analyse programme data and develop strategies to **improve programme outcomes.**

### **Stakeholder Engagement**

- Build and maintain strong relationships with **community partners, health facilities, government stakeholders, and civil society organisations.**
- Represent the organisation in **stakeholder meetings and programme coordination forums.**



- Strengthen community partnerships to enhance **programme reach and impact**.

### **Capacity Building**

- Support **training, mentoring, and capacity development initiatives** for programme staff.
- Ensure staff are equipped with the necessary skills and knowledge to deliver **high-quality HIV services**.

### **Operational Oversight**

- Ensure programme activities are implemented **efficiently and within approved budgets and timelines**.
  - Address operational challenges and implement **solutions to improve programme delivery**.
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## **Minimum Requirements**

### **Education**

- Bachelor's degree in public health, **Nursing, Social Sciences, Behavioural Sciences, Health Sciences, or related field**
  - **NIMART Certification**
  - **Dispensing Licence**
  - **Registration with the South African Nursing Council (SANC)**
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### **Experience**

- Minimum **2 years' experience working with Key Populations (MSM/TG )**
- Minimum **2 years' experience in Project Management or Programme Coordination**
- Demonstrated experience in **HIV, TB and STI clinical management**
- Experience in **data analysis, programme monitoring, and reporting**
- Experience in **stakeholder engagement and programme implementation**



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### **Additional Requirements**

- Valid **Driver's Licence**
- **Own reliable vehicle**
- Strong **computer literacy**, including Microsoft Office and programme data systems
- Ability and willingness to **travel between programme sites**
- Willingness to **work extended hours when required**

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### **Advantageous Qualifications**

The following qualifications will be considered an advantage:

- Certificate in **Project Management**
- Certificate in **Human Resource Management**
- **Advanced Diploma in Primary Health Care (SANC Registered)**

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### **Key Competencies**

The successful candidate should demonstrate the following competencies:


- Strong **leadership and team management skills**
  - Excellent **programme planning and coordination ability**
  - Strong **data analysis and reporting skills**
  - Effective **stakeholder engagement and partnership building**
  - Excellent **communication and interpersonal skills**
  - Strong **problem-solving and decision-making abilities**
  - Ability to work in **dynamic community-based environments**
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## How to Apply

Interested candidates should submit the following documents:

- Detailed **Curriculum Vitae (CV)**
- **Certified copies of qualifications**
- **Proof of SANC registration**
- **Copy of Driver's Licence**

 **Applications should be sent to:**  
*recruitment@fs-rainbowseeds.org.za*

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## Closing Date

**20 March 2026**

Only **shortlisted candidates will be contacted.**