**ICAP at Columbia University**

**Job Description**

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| **Job Title:** | Quality Improvement and Innovation Advisor |
| **Reports To (Title):** | Technical Lead (Special Projects) |
| **Incumbent:** | N/A |
| **Location:** | Abuja, Nigeria |
| **Date:** | December 2022 |

**POSITION SUMMARY**

Working under the guidance and direction of the Technical Lead (Special Projects), the *Quality Improvement and Innovation* Advisor will design, lead, and manage Quality Improvement interventions for ICAP projects in Nigeria. S/he will lead the project training and workshops, coaching, implementation, and supportive supervision of QI projects, and evaluation of QI initiatives at the State, Local Government Area, and site level, liaising with partners and local organizations. The incumbent will function as driver and curator of innovation and initiatives, scaling internal and external best practices for program optimization and visibility.

**MAJOR ACCOUNTABILITIES**

The Quality Improvement and Innovation Advisor will:

* Set the strategic vision for all quality improvement and innovation endeavors in the ICAP-supported HIV program.
* Work closely with Technical Lead (Special Projects) to develop project work plans, and monitor progress towards program objectives and timelines, including regular reporting and communication with funders as well as with ICAP in New York.
* Provide capacity-building to supported Health care workers (HCWs) on CQI methodologies, tools, QI collaboratives and performance measurement.
* Lead the development and deploying of a self-paced QI e-learning platform for ICAP-supported facility and community teams
* Develop, deploy and supervise the use of CQI methodologies and tools, especially QI collaboratives to address HIV service delivery performance gaps.
* Develop Strategies for the implementation of case-based learning and south-to-south sharing of best practices
* Build the capacity of the HCWs in the Patient Satisfaction Survey (PSS) to optimize the quality of care using standard tools.
* Design, implement and evaluate CQI approaches for facility and community interventions
* Compile successful change ideas or interventions for dissemination and rollout to other facility settings
* Stay up-to-date and serve as a repository of new information and knowledge in QI and HIV programming in general, collating and sharing best practices with relevant stakeholders for adaptation and adoption.
* Create visible dashboards to visualize outputs and outcomes of QI projects initiated to optimize HIV program performance.
* Build the capacity of the supported technical team and HCWs to collate, analyze and report on outcome-level data to help determine the project’s impact on patient’s clinical outcomes and quality of life.
* Liaise with Federal and State Ministry of Health officials and other stakeholders in coordinating QI programming through technical working groups, review meetings, and conferences as requested by the Technical Lead (Special Projects) and/or in line with approved work plans.
* Routinely attend and provide appropriate technical leadership in program meetings, executing resolutions within her/his purview.
* Carry out any other tasks relating to Quality Improvement and Innovation initiatives as assigned by the Technical Lead (Special Projects).

**EDUCATION**

* An advanced degree (MBBS, RN, MPH) in Medicine, Nursing, Public Health, or a related field
* Membership in relevant accreditation agencies for Quality Improvement is desirable.

**EXPERIENCE, SKILLS & QUALIFICATIONS**

* Minimum 5 years of relevant experience and demonstrated expertise in the implementation of relevant HIV and QI program activities
* Minimum 3 years of relevant experience training and mentoring teams on QI initiatives including building a cadre of improvement coaches in facilities and agencies of the Government of Nigeria.
* Demonstrated success in leading formal quality improvement projects using the Model for Improvement or similar methods is strongly preferred
* Familiarity with PEPFAR and Government of Nigeria standards for QI in HIV programs.
* Demonstrated proficiency in public health data analysis and communicating that data through presentations.
* Demonstrated computer skills, including proficiency with Word and PowerPoint and the ability to rapidly process and analyze data using MS Excel are required.
* Ability to work independently with strong problem-solving skills
* Fluent English oral and written communication skills; ability to interact professionally in English and oversee the development of comprehensive program reports

**TRAVEL REQUIREMENTS**

* Travel within Nigeria supporting capacity building, building facility QI systems, stakeholder relationship management and implementing QI activities.