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| **Lady Health Visitor (Short Term Project) for GBV – UNFPA** |
| **1. Job Environment** |
| **Position Information:** | **Reporting Lines:** |
| **Department/Division:** Program Implementation**Position:** 2**Placement: Field** **Donor:** UNFPA**Project Duration:** 1st February,2023 to till 30th June,2023 **Travel Requirement:** About 70% of the time in project locations/ districts | **Report To: PC**   |
| **2. Job Objective**  |
| Provide comprehensive Primary health care and FP services. She should support in strengthening referral system and proper follow ups and establish a standard Infection Prevention at FPAP Clinics according to the policy and procedure of Rahnuma-FPAP. |
| **3.Functions of the Position** |
| 1. Assist doctor to increase the access to menstrual regulation and treatment for incomplete abortion services as integral component of sexual and reproductive health.
2. Give motivation talks to the women for incomplete abortion services as integral component of sexual and reproductive health in SDPs.
3. Identify and examine tube ligation cases and ensure their referral to FHH through respective Home Visitor with the help of community functions.
4. Conduct community level awareness raising sessions; disseminate information material incomplete abortion and MR related services.
5. Ensure quality of care while providing services to the clients.
6. Maintain registers/records and submit monthly/quarterly reports to doctor.
7. Conduct TBAs Orientation training at the FHC.
8. Responsible for the referral partnerships with NGOs and private providers for referring client with complications that cannot be managed at the FPAP clinics.
9. Counseling of effected community to increase uptake of post abortion contraceptive services.
10. To increase the access of family planning services.
11. Perform additional assignments and responsibilities as assigned by supervisor.
12. Maintain standard Infection Prevention and medical waste disposal system at SDPs level by following set protocols.
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| **Special Condition:**R-FPAP is committed to safeguarding and promoting the welfare of children and young people and expects all staff to demonstrate the willingness to sign and the adhere to the IPPF’s Code of Conduct and Safeguarding Policies Rahnuma-FPAP staff must ensure compliance with appropriate safeguarding policies that reflect the standards and commitments in R-FPAP's safeguarding. These include Children & Vulnerable Adults Policy, Code of Conduct, Respect At Work Policy and Raising A Concern Policy from time to time, as well as the relevant local statutory provisions relating to safeguarding children and vulnerable adults'.Prior to an appointment being confirmed completed background check including three verifies references, Police Check; Identity; Qualifications and experience check.  |

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| **4. Person Specification** |
| FA Diploma in LHVComputer knowledge is essential. | **Skills and Attributes:**2 to 3 years’ experience on the same position in social sector around the theme of RH/SRH & Rights |

**Note:** This job description defines the broad accountabilities of this position which may change based on organisational need. Please refer to divisional, team and individual work plans/targets for more specific details