

## 1. Background:

India HIV/AIDS Alliance is implementing Mission AIDS Suraksha and other HIV care, support, prevention, and community system strengthening interventions across prioritized districts in collaboration with State AIDS Control Societies, District Administration, health departments, and community-based organizations.

The programme aims to strengthen district-level HIV response through improved coordination, supportive supervision, monitoring systems, community engagement, treatment adherence support, and integration of HIV-TB and other health services. To enhance programme quality and support effective implementation at district level and aiming to achieve the 95.95.99 target, the programme proposes engagement of Sehyogi as a facilitation and coordination resource to support district administration and implementing agencies.

2. Position Title : Sahyogi – District Associate

3. Reporting To : Sanyojak (State Coordinator)

## 4. Key Roles and Responsibilities

### A. District Coordination & Facilitation

- Support District Administration, District AIDS Prevention and Control Units, health departments, and implementing agencies in effective programme coordination.
- Facilitate convergence between HIV, TB, RMNCH+A, prison health, OST, STI, and community-based interventions.
- Coordinate with ART Centres, CSCs, ICTCs, TB units, prisons, OST centres, STI clinic and community networks for smooth implementation of programme activities.
- Support district-level planning, review meetings, and implementation tracking.
- Facilitate communication between state teams, district authorities, and field-level implementing partners.

### B. Monitoring & Supportive Supervision

- Conduct regular field visits to intervention sites for monitoring programme implementation
- Provide supportive supervision to implementing agencies and field teams to improve programme performance.
- Support districts in tracking key programme indicators, treatment adherence, linkage, retention, viral load uptake, TB screening, and follow-up services.
- Identify implementation gaps and provide practical recommendations for corrective action.
- Assist district administration in strengthening data quality, documentation, and reporting systems.
- Support preparation of district progress reports, review presentations, and monitoring dashboards.

### C. Capacity Building & Technical Support

- Support orientation and capacity building of implementing agencies, outreach workers, peer educators, counsellors, and community volunteers.
- Facilitate training sessions on HIV, TB, treatment literacy, stigma reduction, adherence support, safeguarding, and community engagement.
- Assist district teams in implementation of national guidelines and programme strategies.
- Provide handholding support to field teams for documentation, reporting, and case management.

### D. Documentation & Reporting

- Maintain records of field visits, supportive supervision findings, action points, and follow-up status.
- Ensure timely submission of activity reports, monitoring updates, and programme documentation.
- Support documentation of best practices, success stories, innovations, and case studies.
- Ensure confidentiality and ethical management of programme and client-related information.