



CAREER OPPORTUNITIES

MSI Tanzania is one of the largest providers of Sexual Reproductive Health and Rights (SRHR) services in the country, serving communities nationwide since 1989. We are part of the MSI Reproductive Choices, a global organization operating in 36 countries worldwide. Working in close collaboration with the Government of Tanzania, MSI Tanzania delivers high-quality, client-centered reproductive health services and information through multiple service delivery channels, with a presence across all regions in the country.

Our organization is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and post holders to share this commitment.

MSI Tanzania is gladly recruiting for the following new exciting positions:

ASSISTANT CLINICAL QUALITY COORDINATOR (3 Positions)

Expected Duty Stations: Dodoma, Mwanza & Dar es Salaam

Job Summary:

The Assistant Clinical Quality Coordinator (ACQC) is under the supervision of the Quality Assurance Supervisor, while also maintaining a collaborative working relationship with the Clinical Quality Lead. The primary responsibility involves overseeing and coordinating clinical quality standards in the assigned PSS teams, Centres and Outreach teams as directed by the Quality Assurance Supervisor. The Assistant CQC oversees all clinical quality activities within their assigned teams. They are tasked with monitoring Providers' competency, teams' Quality Internal Audits (CQIA), and overall clinical governance aligning with MSI clinical quality standards to meet the respective channels' projects objectives. Additionally, the Assistant CQC collaborates with peer assessors to monitor and facilitate activities across all the supported channels, ensuring timely completion of donor-funded projects. Furthermore, they actively promote sexual reproductive health and provide regular reports to the Quality Assurance Supervisors and MSI Tanzania's Support Office.

Among the Key Responsibilities:

Key responsibility 1: Ensure services offered in the supported country programs' channels comply to the MSI and MOH clinical quality standards.

- Contribute to strengthening high-quality FP and CPAC service integration through technical support in Clinical Quality Internal Audit (CQIA) provider's Competency assessment, counselling for informed choices, and infection prevention and control (IPC).
- Follow up and implement action plans obtained from CQIA, CA's, and supportive supervision, to ensure that PSS facilities timely implement, execute and act on the agreed resolutions.
- Support country program's channels in adherence to clinical governance principles including managing medical emergencies (MEM), incidence reporting, and use of pregnancy exclusion checklists.
- Conduct regular field visits to establish the level of adherence to MSI and MOH guidelines and protocols.
- Review clinical records on a regular basis to establish areas for improvement (and subsequently provide appropriate technical support).
- Ensure all clinical staff have access to up-to-date manuals and guidelines on clinical procedures, treatment, Vocal Local, organisational matters such as safety, infection prevention, PEP etc.
- Assist in the rollout and ongoing management of an in-service coaching, mentorships and supportive supervision program for facility healthcare providers delivering SRH-FP interventions.
- Participate in strengthening FP guidance, tools, and procedures for continuous assessment of training needs, ensuring the inclusion of respectful maternity care principles in all training materials and modules.

'We serve our clients with a smile☺, always'



- Assist Cluster coordinator in the efforts to identify and address skill gaps in SRH-FP and TL service delivery through targeted refresher training for facility staff in Outreach supported regions.

Key responsibility 2: Plan and coordinate SRH activities in MSI supported channels.

- Support the PSS facilities to ensure Uninterrupted availability of FP commodities by working closely and facilitating redistribution, follow up and capacitate Medicine Therapeutic Committee (MTC) at the facilities on proper quantification and forecasting to ensure last mile assurances (LMA).
- Facilitate and participate in quarterly project review meetings with regions and councils supported under the PSS channel, to showcase project performance, challenges and discuss opportunities for improvement.

Key responsibility 3: Monitoring and Evaluation of the MSI Projects

- Work closely with channel Leads, the RHME team, to ensure smooth execution of data related activities such as Spot-checks, DQA, Data summits and timely data entry into the DHIS2.
- Organize regular data spot-checks through peers, mentors, and other field forces available.
- Follow up and provide timely feedback to the reported incident cases.

Minimum Requirements:

Qualifications:

- Recognized degree or diploma in medicine/ nursing, or related medical sciences.
- Clinical experience in family planning and additional experience in project coordination.
- Thorough knowledge of Reproductive and sexual health and right issues, including family planning services, related to the public and private sectors, CBO, FBOs and NGOs.
- Experience working with CSOs, CHMTs, and RHMTs in advancing SRHR issues.

Experience:

- At least two years of working with donor-funded projects with strong administrative skills.
- At least two years of field level coordination desirable.
- At least two years of managing project budgets.
- Sounding experience in the field of quality of health care.
- Enough experience in the fields of family planning and advocacy.
- Experience working in Tanzania with the Tanzanian Government and Ministry of Health systems.

Skills:

- Ability to network and create positive, mutually cooperative relationships.
- Excellent organizational and decision-making skills.
- Able to prioritise complex workloads and work independently.
- IT literate.
- Numerate (for performance analysis and budget development).

Attitude/Motivation:

- As this position will have the need and opportunity to interact with government, donors, and other partners, it is a must that the Assistant Clinical Quality Coordinator be able to foster a collaborative work environment that ensures good relationships and teamwork at all levels: country office staff, headquarters, donors, and partners, to ensure that relevant reports are submitted on time.
- Ability to prioritize workload.
- Tenacious and persistent.
- Analytical approach to problem solving.
- Enthusiastic, honest and with high integrity.
- Attention to detail.
- Willing to travel extensively by 75%.



- Keen to pursue personal development.
- Strong commitment to the goal and vision of MSI Tanzania/MSI Reproductive Choices.

If you feel that are able to meet the requirements and you are motivated enough to be part of the team, please send your applications including your curriculum vitae (CV) and a cover letter detailing your suitability and why you are interested in the post to the address below:

Director of People and Culture
MSI Tanzania
11 Majuva Street – Mwenge
P. O. Box 7072, Dar Es Salaam.
Telephone: +255 22 2774991 / 4
VOIP +255 768 987 780
E-mail : jobs@mst.or.tz

Closing date: All applications should reach the addressee before **Friday, March 13th, 2026**. Please note that only shortlisted candidates will be contacted.