



Job Description

ADRA

Position Title	Visiting service Provider (VSP)
Department / Project(s)	Health / UNFPA
Workplace	Field Offices
Reports to / Level	Project Officer
Supervises	NA
Authorized Equipment	IUCD, Implant set
Job Summary	<ul style="list-style-type: none"> • Coordinate with district FP focal persons of the respective districts, UNFPA, local health facility staff and ADRA Project officer on planning, schedule visits for LARC service delivery and mentoring service providers on LARC services. • Provide Family Planning counseling service based on right based approach for other FP services on short acting and voluntary surgical contraception (Minilap and no-scalpel vasectomy) • Ensure improved IEC/BCC activities on Family Planning including usage of DMT and MEC wheel • Provide follow up services and refer for services when required. • Ensure IP practices for FP services as per the national IP guidelines. • Maintain regular coordination with focal persons at HO, HP and Project Officers. • Assist in reporting and recording of services using standard HMIS form/formats and communicate with PO and Health Facility in-charge. • Support health facility in-charge to ensure availability of FP commodities at service delivery points. • Coach FP service providers on clinical skills in coordination with PO • Assist to refill the condom boxes placed at the different sites in the districts. • Ensures all recommendation made by the project monitoring team including finance. • Carries out any other tasks or duties as required or as assigned by the respective supervisors or his/her designate.
Required Competencies	
Knowledge	<ul style="list-style-type: none"> ▪ PCL Nursing or ANM passed with Implant and IUCD training certified by NHTC ▪ Experience in providing FP services
Skills	<ul style="list-style-type: none"> ▪ A demonstrated ability in building and maintaining relationships with government staff, HFOMC staff and health volunteers at community level. ▪ Good communications skills. ▪ Strong interpersonal skills, ability to work in teams and self-management skills.
Attitudes	<ul style="list-style-type: none"> ▪ High level of integrity ▪ Ability to perform unsupervised ▪ Organized and systematic approach to work ▪ Willingness to travel to palika level.
Responsibilities and Expected Outcomes	
Coordination	<ul style="list-style-type: none"> ▪ coordination with local Palikas/ HFs , HO, FP focal person, PO for the schedule and service of LARC.
FP service provision	<ul style="list-style-type: none"> ▪ Provides regular service of LARC in selected FP sites. ▪ Participates in satellite camp as suggest by DHO and supervisor
Recording Reporting	<ul style="list-style-type: none"> ▪ Maintains records of service provided. ▪ Regular reporting to Supervisor as per standard reporting format
IP maintenance	<ul style="list-style-type: none"> ▪ Maintenance of IP during FP service.
Coaching	<ul style="list-style-type: none"> ▪ Coaching to the HFs staff for I/R of LARC service ▪ Coaching to HFs staffs for counseling by using DMT / MEC
Others	As assigned by the supervisor