



# WE ARE HIRING

Faculty of Health, Natural Resources and Applied Sciences

Department: Mathematics, Statistics and Actuarial Science

**Background**

REACH Project - Reducing HIV Vulnerability: Integrated Child and Youth Health-Namibia is a four-year Project funded by PEPFAR/USAID through Project Hope Namibia (PHN). The project goal is to avert new infections for children and youth and improve treatment outcomes for HIV-positive children and adolescents by increasing access to comprehensive HIV prevention and impact mitigation services and strengthening resilience in vulnerable children, adolescents, and youth. The Project will be implemented in two separate geographical areas of Namibia; REACH 1: Khomas, Ohangwena, Omusati, Oshana, Oshikoto and Zambezi regions and REACH 2: Kavango East and Kavango West regions. The Namibia University of Science and Technology (NUST) is a Partner in the project responsible for leading the implementation of the REACH 1 project. The REACH 1 project aims to provide education support to scale up and sustain STEM subjects (Mathematics, Physics, Biology and Chemistry) and English Tutoring to selected schools in the targeted regions. This will be achieved through, building the capacity of STEM and English teachers, developing and deploying digital platforms for teachers and learners, establishing/strengthening resource centres, supporting STEM and English teachers to scale up or start study circles or after-school education support activities, establishing a twinning program to enhance after-school support, conducting virtual tutoring on STEM and English at the selected REACH 1 supported schools to supplement the study circle/after-school education support activities.

Temporary contract opportunity exist under the School of Natural and Applied Sciences REACH Project for the following position:

**REACH Project Coordinator (1 Post)**  
**One (1) - year contract**

**Requirements**

A Master's degree (NQF Level 9), preferably in social sciences, project management, Mathematics and Statistics, or any relevant degree from a recognized university. Three (3) years of experience in the management and implementation of development projects for the health/education sector. Ability to transfer knowledge to diverse audiences through on the job mentoring, supportive supervision, and other methods. Excellent English communication skills (oral and written). Excellent computer skills, including all Microsoft applications (Word, Excel, Outlook & PowerPoint) as well as Statistical and Mathematical Packages, such as SPSS and Matlab. Strong organisational and managerial skills.

**Responsibilities**

Coordinate the implementation of the scope of work for NUST within the REACH 1 Project. Oversees implementation of the REACH 1 project in the target Regions. Directly supervise STEM and English Capacity Building officers and provide technical support. Involvement in Developing detailed annual work and budget plans based on an approved overall work plan. Support development and timely submission of work plans and budgets from implementing partners. Organise and manage meetings, including appointments with key stakeholders. Making schedules for project activities listed in the annual work plans to ensure all activities are completed on time; ensuring timely and duly management of the project and implementation of all activities per the rules and regulations of the donor. Preparing monthly, quarterly, and annual activity progress and finances and ensuring the accuracy and timely submission of these reports to the donor and managing agencies. Working with the project accountant to monitor project funds, ensuring the funds are used for the correct purposes, and with efficiency and transparency. Participating in field visits to monitor and evaluate the progress of project activities. Any other tasks assigned by the project leader to achieve the project objectives.

Contact: Mrs Brumelda Kake  
T: +264 61 207 2381  
E: bkake@nust.na

**EMPLOYEE  
VALUE  
PROPOSITION**



Compensation



Career and Personal Growth



Work and Environment



Rewards and Recognition



Benefits

**Join NUST to advance your career and shape Namibia's future in a supportive and nurturing community of learning.**

**Closing Date:**

**14 JUNE 2024**

**KEY PERFORMANCE AREAS**

Teach, assess, and develop curriculum, conduct community service, and administration. Supervise research [projects and/or thesis] at undergraduate levels; conduct research and publish in accredited journals; source for research or project funding; establish professional networks with industry and universities and partake in Department, Faculty and/or University Committees.

NUST is an equal opportunity employer and encourages suitably qualified Namibians especially from designated groups such as women and persons with disabilities with a distinguished record of achievements and proven capacity to lead in a stimulating and culturally diverse environment to submit their applications.

**To apply visit: <https://www.nust.na/vacancies> or email applications to [recruitment@nust.na](mailto:recruitment@nust.na) with the title of the position in the subject line. All foreign qualifications must be validated by the NQA.**

For more information on the various positions, please contact Dr. Madauko E. Okorie at +264(0) 61 207 2594 or email [mokorie@nust.na](mailto:mokorie@nust.na).