

**Helen Keller International
Job Announcement
Program Officer Vitamin A Supplementation
Mara, Tanzania**

Established in 1915 with Helen Keller as a founding trustee. Helen Keller International works to save the sight and lives of the most vulnerable and disadvantaged. Headquarters in New York City. Helen Keller Intl currently conducts programs in 20 countries in Africa and Asia as well as in the United States. Helen Keller Intl is known for sustainability, reliability, efficiency, and the highest level of technical expertise in fighting and treating blindness and malnutrition.

Helen Keller Intl Tanzania works in partnership with the Ministry of Health (MoH), Prime Minister's Office (PMO), Local Government Authorities (LGAs), local NGOs, and other national and international development partners in the areas of nutrition and Neglected Tropical Diseases.

As countries transition from mass VAS campaigns to integrating VAS into routine health services, ensuring sustained, equitable coverage is critical. We are committed to ensuring that no child is left behind.

Scope of Position

Helen Keller Intl – Tanzania is implementing a Vitamin A supplementation (VAS) program to support district-level teams to effectively implement VAS program. Helen Keller is currently supporting government efforts to strengthen routine Vitamin A supplementation in Mara and is seeking a program officer to support field operations in Mara region.

Position Title: Program Officer- VAS

Department: Nutrition

Duty Station: Mara

Duration: 1 year

Functional Relationship

The Program Officer -VAS reports to Program Manager VAS.

Key Responsibilities

- Implement all VAS related activities including but not limited to training, social mobilization, supportive supervision, follow-ups, procuring supplies, and facilitate joint planning with regional and district teams.
- Support integration of activities with Vitamin A supplementation monthly
- Facilitate monthly ongoing data collection, entry, and analysis to inform progress and corrective measures as needed. Ensure decision makers both the Regional and district authorities together with Helen Keller Intl are informed of the progress.
- Serve as liaison to ensure strong planning and communication between Regional Health Management Teams, Helen Keller Intl staff, and district authorities.
- Compose field activity plans and reports, monthly and quarterly updates, meeting minutes, fund reconciliations, PowerPoint presentations, Excel statistical and narrative donor reports, and other required documentation as required by Helen Keller Intl.
- Collaborate with regional teams to organize planning meetings and supportive supervision
- Work with Helen Keller Intl, and other partners to identify challenges limiting implementation of VAS program and identify solutions to address those.
- Perform any other duties as directed by a supervisor.

Desired Qualifications and Experience

- Must possess a degree in Nutrition, public health nutrition, or other related disciplines
- A minimum of 3 years of work experience in field-based nutrition work in rural Tanzania.
- should be willing to live and work full-time in Mara, with frequent visits to remote districts and villages.
- Experience organizing training at grass root, and working with community leaders in strong cultured setting is desired
- Experience working with Community Health Workers (CHWs) and Local Government Authorities (LGAs) will be a significant added advantage.
- Technical skills in nutrition and VAS program are strongly preferred.
- Demonstration of strong program planning, organizational, and communication skills.
- A team player with experience leading heterogeneous teams to obtain desired results
- Must be competent in Microsoft packages (Excel, Word, etc.) and in use of email.
- Must be a Tanzanian national, fluent in Kiswahili and a working knowledge of English.
- Should be a strategic thinker, who possesses strong critical thinking, problem solving, and analytical skills.
- Demonstrate experience to multitask and work with tight deadlines in resource limited setting is desired
- Basic knowledge of budget development and monitoring is desired

Key Compétences

- Excellent analytical and problem-solving skills.
- Strong interpersonal and communication skills to collaborate with diverse teams.
- Attention to detail with a focus on data quality and accuracy.
- Ability to manage multiple priorities in a fast-paced environment.
- Commitment to confidentiality and ethical practices.
- Flexibility and adaptability in a dynamic work environment.

To Apply

Qualified candidates should submit a Cover Letter and Resume at
TZ.Recruitment@hki.org please indicate the job title in the subject line of your email by
20th February2026.

HELEN KELLER INTL:

- **DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, TEST, INTERVIEW, MEETING, PROCESSING, OR TRAINING)**
- **DOES NOT ASK FOR INFORMATION ON APPLICANTS' BANK ACCOUNTS**
- **DOES NOT RECRUIT THROUGH ANY RECRUITMENT AGENCY**

**Helen Keller is dedicated to building an inclusive workforce
where diversity of all types is fully valued**

- *All qualified applicants will receive consideration for employment without regard to ethnicity, race, caste, color, religion, sex, national origin, age, disability, or any other characteristic that has no bearing on the ability to perform the required job duties.*
- *We are committed to providing reasonable accommodation to individuals with disabilities.*
- *If you are a qualified individual with a disability and need to request accommodation during the application or interview process, please contact us at the email above.*