



## Vacancy Announcement

World Relief is an International Non-governmental Christian Humanitarian and Development Organization. The organization has been providing humanitarian assistance to the vulnerable population of South Sudan since 1998

World Relief South Sudan is looking for a suitably qualified **South Sudanese National** to fill the below vacancy:

**TITLE OF POSITION:** Health Program Manager

**DEPARTMENT/UNIT:** Health

**SUPERVISOR:** Senior Health Program Manager,

**WORK LOCATION:** 50% Abiemnom and 50% Mayom

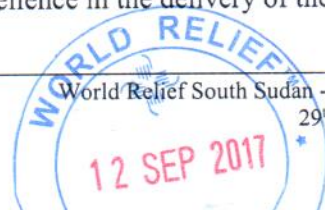
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## JOB SUMMARY (Overall Purpose):

The Health Program Manager will facilitate health activities in former Unity State through management of curative, preventive health activities at primary healthcare centers, mobile clinics and community based health program. In addition he will provide direction and oversight to the health programs with the overall goal of developing sustainable local capacity. The Health Program Manager will be based in former Unity State.

## MAJOR DUTIES AND RESPONSIBILITIES:

- Overall project planning and implementation,
- Assisted by the County Health Coordinators, the County Health Program Manager will manage administration of the health programs in former Unity State, South Sudan.
- Ensure compliance with WHO; UNICEF, CHF, HPF and the Government of South Sudan (GOSS) Ministry of Health (MOH) guidelines and policies in each program component.
- Maintain excellent communication between the project and the MOH and other county and national partners involved in health, cultivate and maintain relationships to present and potential donors and technical support agencies.
- Coordinate health program development with Ministries of Health; with local counterparts (South Sudan Ministry of Health (SSMOH), County Health Department and local leadership) with a community development approach at all stages of program planning and implementation;
- Improve the Community participation Programs and Boma Health Initiatives through EPI Community Outreaches, ICCM, Mother's groups, HHP program by assuring the highest level of technical and managerial excellence, and the response of committed staff in community-based programs in order to increase the accessibility, acceptability and use of health services
- Provide technical support, supervision and mentorship to CHD staff and HF staff to ensure quality and excellence in the delivery of the health services including adherence to MOH protocols;



- Assess staff training needs and make appropriate referrals for training. Where required, organize, facilitate and/or provide training for health personnel.
- Recruit, interview and hire staff as required to implement the health programs in coordination with the HR department and manage the semester performance review of health staff;
- Assemble and manage essential reference materials (books, manuals, videos) and make it accessible to health facility staff;
- Keep informed of current health guidelines and protocols and participate with the MOH in the development and revision of health guidelines and protocols;
- Maintain clear communication with all relevant staff on at least a weekly basis.
- Support the implementation of timely and accurate health data collection systems, monitor data for accuracy, appropriateness of treatments, early warning of outbreaks, impact on health outcomes and timeliness of reporting and respond appropriately with programmatic changes as needed to meet targets.
- Review and evaluate the quality of health information data from each health facility and obtain feedback from local communities to evaluate the effectiveness of health services.
- Ensure that all health facilities are providing required reports for the MOH health information system; in that role, develop and mentor the M&E and HMIS staff to build local ownership and management capacity;
- Regularly review and update the process for medical referrals at each health facility location;
- Monitor the status of essential drugs, medical equipment and supplies and ensure timely procurement and distribution to meet the needs of health services;
- Responsible for good management of WR assets including vehicles and motorbikes in use by project staff
- To develop, monitor and manage program work plans and field budgets, income and expenditures
- Being actively involved in the development of projects proposals for submission to potential donors.
- Promote the development of the sustainable health programs by offering creative ideas and new approaches for problem solving.
- Coordinate with other WRSS programs in each field with full support for an integrated approach to health program.
- Perform other duties and responsibilities as requested by line manager;

#### MINIMUM QUALIFICATIONS:

SKILLS & ABILITIES:	ESSENTIAL	DESIRABLE
<b>Qualification</b>	<ul style="list-style-type: none"> <li>• Bachelor's Degree in public health, nutrition, or related field</li> </ul>	<ul style="list-style-type: none"> <li>• Master's degree in public health</li> </ul>
<b>Work experience</b>	<ul style="list-style-type: none"> <li>• Management experience with Primary Health Care and Community Based Program</li> <li>• Staff management experience</li> <li>• Solid understanding of links between emergency and development programs, familiar with project cycle management</li> </ul>	<ul style="list-style-type: none"> <li>• 3 years providing leadership to nutrition and food security-related programs</li> <li>• Experience with emergency food distributions</li> <li>• Experience in donor reporting e.g. USAID, EU, CIDA, UN Agencies preferred</li> </ul>
<b>Languages</b>	<ul style="list-style-type: none"> <li>• Excellent English (oral &amp; written)</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to understand and/or communicate in Arabic</li> </ul>



IT	<ul style="list-style-type: none"> <li>At ease with Microsoft Office programs (in particular with Word &amp; Excel), Internet, and e-mail writing</li> </ul>	
<ul style="list-style-type: none"> <li><b>Motivation</b></li> </ul>	<ul style="list-style-type: none"> <li>Strong Christian commitment</li> <li>Able to work independently as well as being a strong team player</li> </ul>	<ul style="list-style-type: none"> <li>Capacity to give spiritual input</li> <li>Enjoys working in a team setting.</li> <li>Ability to work with minimum supervision and to deal with problems and issues both promptly and efficiently</li> </ul>
<ul style="list-style-type: none"> <li><b>Team building</b></li> </ul>	<ul style="list-style-type: none"> <li>Diplomatic and sensitive to cross-cultural issues</li> <li>Open minded, self controlled, self learner and flexible</li> </ul>	<ul style="list-style-type: none"> <li>Self-confident, maintains endurance</li> </ul>
<ul style="list-style-type: none"> <li><b>Technical expertise</b></li> </ul>	<ul style="list-style-type: none"> <li>Reliable and highly organized</li> <li>Excellent written and verbal communication skills</li> <li>Aptitude for community mobilization and capacity-building</li> <li>Ability to manage budgets, understand financial accountability procedures, logistics, and commodity tracking</li> </ul>	<ul style="list-style-type: none"> <li>Experience in training/mentoring staff</li> <li>Knowledge of and practical experience in the development of didactic materials for training</li> </ul>
<ul style="list-style-type: none"> <li><b>Management &amp; Leadership</b></li> </ul>	<ul style="list-style-type: none"> <li>Good time management</li> <li>Able to prioritize clearly</li> <li>Able to enforce procedures</li> <li>Able to oversee multiple tasks</li> </ul>	<ul style="list-style-type: none"> <li>Desire to be stretched, professionally, personally &amp; spiritually</li> <li>Advanced planning, assessment and analytical skills</li> </ul>

**Application Requirements:**

Applicants desiring consideration for this position should submit the following:

- Application letter, expressing your motivation for the position you are applying for
- Current CV, Copies of diplomas and certificates, including nationality certificate
- List of three former supervisors who can serve as job references one of whom should be from the church with their **valid email addresses and contact numbers.**

Interested candidates should submit the above requirements to the HR & Administration Manager, World Relief by email to [WRSSrecruitment@wr.org](mailto:WRSSrecruitment@wr.org) not later than **29<sup>th</sup> September 2017 at 5:00 pm.** include the job title in the subject line of the email.

**Due to the urgency, Applications will be reviewed as they are being received and only the shortlisted candidates will be invited for interviews.**

