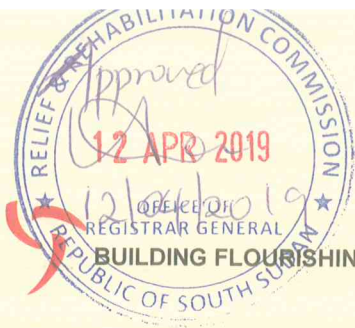


Cordaid



Vacancy notice

Advert opens 11th April 2019

Introduction

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. We also stand for professionalism, expertise and solidarity across borders, to make a difference where it is most needed. Together with more than 600 partner organizations in Africa, Asia, the Middle East and Latin America we structurally improve the living conditions of the poorest and most excluded populations - the bottom billion.

Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity-building. Currently it has programs in the area of Emergency Response, DRR, Health, Food Security, Security & Justice, Women Leadership and Investments.

Presently, Cordaid is expanding its program in different parts of the country. For that purpose, additional capacity is required. Therefore, Cordaid South Sudan would like to recruit for the position of **County Coordinator as detailed below;**

Position: County Coordinator

Based Location: Mayom County

Number of positions: One (1)

Reporting Lines

The County Coordinator shall report directly to Program Manager for HPF 3 LOT 20

Purpose of the position

The County Coordinator ensures sound technical implementation of Primary healthcare activities in the County where s/he is assigned by CORDAID under HPF project. S/he works in collaboration with the County Health Department (CHD) by providing expert advice with specific aim of transmitting knowledge to build the capacity of the CHD staff.



Key accountabilities and Responsibilities

1. In close collaboration and coordination with the CHD, community leaders and other local stakeholders plan and organize the implementation of PHC as guided by the Basic Package of Health and Nutrition Services (BPHNS) delivery including health promotion and awareness activities in the county
2. In collaboration with CHD team plan and carryout supervision and support visits to Health Facilities(HF) (PHCC/PHCUs) aimed at identifying opportunities and challenges in the application of MoH – BPHNS policies and guidelines.
3. Jointly work with CHD team to conduct regular skill training needs assessment and plan training and capacity building activities accordingly
4. Support the CHD in collecting, processing, analyzing and reporting of routine health information (HMIS) by rendering technical assistance to the relevant officers and stakeholders
5. Provide support to CHD and the HF's in establishing and maintaining a standard supply chain system at all levels based on regular consumption data from HMIS and supervision findings
6. Ensures correct implementation of the BPHNS at CHD, PHCC, PHC and community as well as addressing challenges in collaboration with CHD and all other stakeholders
7. Advice and support the establishment and sustaining the health structures at County, Boma/Payam, Community and ensuring these respective health committees keep abreast to their roles and responsibilities to maintain good standards of service delivery including initiation of community based health activities
8. Support the CHD in human resource management in the county including recruitment of key health cadres, maintaining up to date HRIS (Human Resource Information System), preparation of staff payrolls using SSEPS tool, developing JDs for staff and conducting staff appraisals based on the guidelines and procedures.
9. Support the CHD in planning and budgeting for funds and other resources allocated to the County from Govt., partners ensuring that expenditure and accountability are properly and timely tracked and reported.
10. Provide administrative, logistical support to CHD and health committees in organizing outreach activities.
11. Represents CORDAID in meetings at the County and at Payams level, as and when called upon by local Authority, partners and other stakeholders in the county
12. Prepares and submits progress and monitoring reports periodical (weekly, monthly, quarterly, annual) including overview of the trends in health service uptake and epidemiological (morbidity / mortality) data.
13. Provide coverage for other county positions when needed and carry out other responsibilities as requested by the Program Manager.

Qualifications and skills

1. Qualified health professional Degree in medical science with preferable a Master in Public Health from a recognized institution
2. Minimum of three years working experience in a similar position preferable with an International NGO or relevant government departments
3. Demonstrated ability and affinity to with CHD, local Authority /health staff to plan, coordinate, implement and monitor improvements in healthcare provision, disease control activities and health prevention and awareness.
4. Advance training skills with proven knowledge of adult education and community mobilization
5. Strong communication skills with excellent written and spoken English



6. Excellent organizational skills
7. Advanced computer skills including Word, Excel, Power point, Access, Outlook as well the use of the internet. Preferable also basic knowledge of epidemiological data base program eg Epiinfo, and **MUST** have knowledge of District Health Information System software (DHIS)
8. Knowledge of spoken Arabic and local languages is an advantage
9. Ability to work under remote field conditions

Competencies

1. Integrity
2. Organizational development skills
3. Results Orientated
4. Ability to pay attention to details
5. Excellent organizational skills with attention to detail.
6. Ability to meet deadlines.
7. Ability to transfer financial management skills to team members
8. Excellent communication skills both verbal and written, in English.
9. Must be a formidable team player, highly motivated and able to work flexi-times under pressure during peak periods.
10. Able to work in a culturally diverse environment
11. Able to work with minimum supervision and be pro active

Further information and how to apply

Interested and qualifying applicants can submit their application letter including CV in English, copies of birth certificate, National ID and qualification documents, both phone and email contact details of at least 4 professional references, including most recent/current employer/supervisor to the following email hr.southsudan@cordaid.org

Mention the vacancy reference number position in the subject line on the envelops.
e.g. **CSS01/04/19 County Coordinator - Mayom**

or

Applications can also be hand dropped at Cordaid Juba Office located behind the Equatoria/UAP Tower. Just a few meters after the Strome Foundation to the attention of the **Human Resource and Administration Manager - Cordaid**.

Deadline for submission is by the **30th April 2019**

Cordaid is an equal opportunities employer and women are strongly encouraged to apply

Only shortlisted candidates will be contacted.

All applications submitted cannot be returned.

