



VACANCY NOTICE

Action Against Hunger (ACF)-USA is part of the ACF-International Network which works to save lives by combating hunger and diseases that threaten the lives of vulnerable communities, through nutrition, food security and Livelihoods, water and sanitation, health and advocacy.

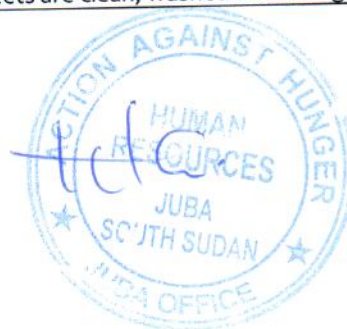
ACF-USA is current looking for suitable candidates to fill the position of **Stabilization Center (SC) Medical Officer, (1 position)**

Position open date: 6st January, 2017.

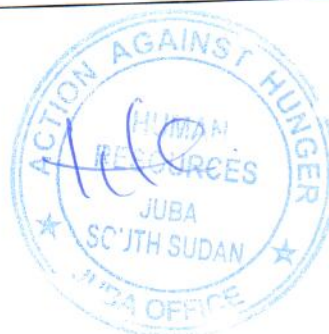
Starting date: As soon as possible (asap).

Duty Station: Maluakon Aweil East State, South Sudan.

Objective 1	Ensure proper management of patients in charge in SC according to national/ACF guidelines
Tasks & responsibilities	<ul style="list-style-type: none"> • Ensure correct admission and discharge criteria to the SC are followed • Take the history from each patient and conduct the clinical examination (looking after medical complications and their treatment; diarrhoea, dehydration, hypothermia, hypoglycaemia, anaemia, skin disease, pneumonia, and other infections). • Prescribe and ensure correct dosage of medications according to complications identified • Ensure that systematic treatment is timely given according to protocol • Prescribe and ensure correct dosage of nutrition treatment (F75/F100/RUTF) according to protocol • Ensure that therapeutic milk is timely given and supervised • Ensure medical follow-up (vital signs) and anthropometric measurements are carried out on a daily basis • According to protocol and status of the child, decide the progression/regression in treatment phases • Decide about referral in Hospital SC (MSF in Aweil) in case of major complications or lab tests required • Ensure that proper explanation about SC functioning and status of the child are given to the mother/caregiver on admission • Check and encourage the stimulation and psychological support provided by mothers or those accompanying the patients; • Ensure that each mother/caregiver receive sensitization session on Nutrition & Health and Hygiene • Ensure that the patient are referred for vaccination; • Ensure proper referral process for cases that needs further health treatment
Objective 2	Supervise daily management of SC (hygiene, food for IFP)
Tasks & responsibilities	<ul style="list-style-type: none"> • Check that the patients who do not present a risk of hypothermia are washed and properly dried every day; • Supervise provision of education to caretakers on importance of hygiene, the use of water and latrines. • Check that the patients and the accompanying person wash their hands before each meal and after going to the toilet; • Check that the mats and bed sheets are clean, washed and changed regularly and that



	<ul style="list-style-type: none"> blankets are available; • Check that the children's clothes are washed and changed regularly; • Check that the patient's space is washed by the accompanying person; • Check that the water containers and utensils are clean. • Conduct weekly inspections to verify facilities conditions • Ensure team is aware of hygiene standards and that they are respected (availability of clean water, soap, cleanness of facilities...) • Check that equipment, especially anthropometric material, is in good quality • Write a report to the line manager in case of any material damage/loss • Ensure food for IFP is available and prepared timely
Objective 3	Supervise supply and stock management
Tasks & responsibilities	<ul style="list-style-type: none"> • Monitor the SC stock: RUTF, therapeutic milks, drugs, soap and material to avoid supply gaps and anticipate supply shortage • Ensure that food for IFP is always present in enough quantity and prepare supply order accordingly • Prepare timely supply orders with the team • Control consumption of nutrition supplies and drugs (linked with number of BNFs) • Ensure stock movements are recorded in stock cards • Prepare stock consumption reports, inventories, delivery notes and reception notes; train the team to do it when not available. • Check condition and organization of stores in each site. • Ensure that Expired or damaged supplies are sent back to the base and recorded accordingly
Objective 4	Manage SC team and coordinate with Nutrition department
Tasks & responsibilities	<ul style="list-style-type: none"> • Draw up monthly planning for SC team • Keep an updated register of the staff duty record (absences, leaves) • Identify training needs and provide trainings/follow up trainings to nurses and nurse aids on medical procedures and protocol • Provide training and on job coaching for CNW and other NUT staffs on different medical sign, symptoms of acutely malnourished children and appropriate referral procedures. • Monitor the relationship between the team members, the beneficiaries and caretakers. • If there is a problem, find out what is wrong and apply appropriate solution or else contact direct line manager. • Organize monthly or need based meetings with the team and report the outcome • Participate in staff appraisal • Work in close collaboration with the rest of the Nutrition team. • Coordinate with supervisors/managers to ensure proper follow-up of patients between CMAM services (SC-OTP-TSFP) and to arrange for transportation of the beneficiaries back home/ transfer to hospital. • Keep tracking of accomplished activities, prepare briefing note and explain to visitors the functioning of the centre. • Complete staff attendance sheet and ensure the SC staff follow the proper code of conduct • Inform the Program manager and nurses in cases of absence, fainting/fits, death, transfer to the hospital, transfer home;
Objective 5	Reporting





	<ul style="list-style-type: none"> • Provide timely monthly report to Program Manager • Keep tracking of all accomplished activities in the SC and support the Nutrition Program Manager in monthly report write-up. • Ensure the monthly SC consumption report for Food and Non Food Items prepared by nurse/nurse aide • Ensure the monthly pharmacy report prepared by nurse/nurse aide
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REPORTING RESPONSIBILITIES

<ul style="list-style-type: none"> • Monthly narrative reports on SC admissions and discharge • Monthly quantitative report • Inputs for weekly SitRep

POSITION REQUIREMENTS

QUALIFICATIONS

<ul style="list-style-type: none"> • Bachelor of Medicine and Surgery (MBBS) or Three years course in enrolled comprehensive nursing with two years working experience as senior nurse. • Health related certificate.

SKILLS & EXPERIENCE

ESSENTIAL	<ul style="list-style-type: none"> • Good medical knowledge to diagnose and to do medical procedures • Sufficient knowledge of arithmetic to make anthropometric measurements and statistics. • Knowledge of the local context & can easily communicated with the local language • Good communication skills and ability to influence the community.
PREFERRED	<ul style="list-style-type: none"> • Clear understanding of medical disease and complications and their treatment • Clear understanding of Team Work. • Flexible personality and negotiation skills. • Willing to work under high case-load of beneficiaries. • Experience with ACF-USA nutrition activities.

To apply send your application with CV, cover letter and three professional references to recruitment.ssd@acf-international.org specifying **Medical Officer** in the title of your email, or deliver your application to: Action Against Hunger Office at Hai Cinema next to Bari church, Juba Town.

The deadline for applications is Friday 20th January 2017 at 5:30 pm. **NOTE** due to urgency of the position we will be reviewing the applications as they come and interviews may be done before the closing date.

