



HEALTH ACTION AID

# Health Action Aid

*For sustainable health services*



## Job Description

Position Title	Nurse In Charge(5)	Length of Contract	One(6) Months
Duty Station	Juba	Type of contract	Volunteers
Department	Health		
Reporting relationship	Medical Officer		
Opening Date	10 <sup>th</sup> -19 <sup>th</sup> Oct 2017		

### Country Program overview

Health Action Aid is a national non-governmental organization , registered and incorporated under chapter 3, section 10 of South Sudan NGOs' Act, 2016 with the Relief and Rehabilitation Commission (RRC) in 2017. Health Action Aid headquarter is located in Juba and will potentially scale up to other parts of the country. There are five(5) key programs in the Organization; Maternal child Health(MCH), HIV/AIDs and TB, Malaria, Nutrition and WASH. Integrated community case management(ICCM) is the primary model of intervention and it's tailored at both facility and community level following the South Sudan Boma Health Initiative(SSBHI). South Sudan is one of the most underdeveloped countries in the world. Many years of chronic civil wars with Sudan, and internal conflicts before and after the independence eroded the physical and social infrastructure that among other things resulted into destruction and collapse of the health system. As a result, the overall structural framework for delivery of health care services to the entire population particularly, neonatal, maternal and child health services to the entire population in the country was greatly disrupted.

As a non-profit organization, Health Action Aid (HAA) is established to address these challenges with a vision to provide sustainable health interventions through provision of comprehensive health services, focusing on identified health gaps that undermine human development; and to reduce the vulnerability of children and mothers in South Sudan.



Job Purpose:

Tel: +

P.O.Box Private Bag  
Munuki Block "B"  
Juba, South Sudan

Web: [www.healthactionaid.org](http://www.healthactionaid.org)  
Email: [healthactionaid@gmail.com](mailto:healthactionaid@gmail.com)  
[info\\_healthactionaid@gmail.com](mailto:info_healthactionaid@gmail.com)



HEALTH ACTION AID

# Health Action Aid

*For sustainable health services*



Promotes and restores patients' health by developing day-to-day management and long-term planning of the patient care area; directing and developing staff; collaborating with physicians and multidisciplinary professional staffs; providing physical and psychological support for patients, friends, and families

## Scope of Work:

- Identifies patient service requirements by establishing personal rapport with potential and actual patients and other persons in a position to understand service requirements.
- Maintains nursing guidelines by writing and updating policies and procedures and ensures adherence to standard protocol
- Maintains nursing operations by initiating, coordinating, and enforcing program, operational, and personnel policies and procedures.
- Assures quality of care by developing and interpreting PHCC and nursing strategies and standards of care; enforcing adherence to state standard protocol
- Mentor PHCC nursing staff by recruiting, selecting, orienting, and training nurses and auxiliary staff.
- Completes patient care requirements by scheduling and assigning nursing and staff; following up on work results.
- Maintains nursing staff job results by coaching, counseling, and disciplining employees; planning, monitoring, and appraising job results.
- Establishes a compassionate environment by providing emotional, psychological, and spiritual support to patients, friends, and families.
- Promotes patient's independence by establishing patient care goals; teaching and counseling patient, friends, and family and reinforcing their understanding of disease, medications, and self-care skills.
- Provides information to patients and health care team by answering questions and requests.
- Resolves patient needs by utilizing multidisciplinary team strategies.
- Maintains safe and clean working environment by designing and implementing procedures, rules, and regulations; calling for assistance from other health care professionals.
- Protects patients and employees by developing and interpreting infection-control policies and protocols; enforcing medication administration, storage procedures, and controlled substance regulations.

Tel: +

P.O.Box Private Bag  
Munuki Block "B"  
Juba, South Sudan

Web: [www.healthactionaid.org](http://www.healthactionaid.org)

Email: [healthactionaid@gmail.com](mailto:healthactionaid@gmail.com)  
[info\\_healthactionaid@gmail.com](mailto:info_healthactionaid@gmail.com)



HEALTH ACTION AID **Health Action Aid**

*For sustainable health services*



- Maintains patient confidence and protects operations by monitoring confidential information processing.
- Maintains documentation of patient care services by auditing patient and department records.
- Ensures operation of medical and administrative equipment by verifying emergency equipment availability; completing preventive maintenance requirements; following manufacturer's instructions; troubleshooting malfunctions; calling for repairs; maintaining equipment inventories; evaluating new equipment and techniques..
- Maintains nursing supplies inventory by studying usage reports; identifying trends; anticipating needed supplies; approving requisitions and cost allocations.
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
- Maintains a cooperative relationship among health care teams by communicating information; responding to requests; building rapport; participating in team problem-solving methods.
- Contributes to team effort by accomplishing related results as needed

#### Requirements:

- Diploma in medical studies from a recognized institution preferably comprehensive Nursing. A degree is an added advantage .
- At least 1 year of work experience after graduation. A Registration with the medical board/council of the country of origin is an added advantage
- Judgment, Supervision, Informing Others, Nursing Skills, Creating a Safe, Effective Environment, Hospital Environment, Medical Teamwork, Listening, Pain Management, Administering Medication, Adult Health
- Excellent management and personnel skills to enable the motivation, encouragement and participation of other health team members

#### How to apply:

Interested Candidates are requested to submit their applications, updated CVs and scanned copy of their nationality ID not later than 1<sup>9th</sup> Oct 2017 to HR department, Health Action Aid ,

Tel: +

P.O.Box Private Bag  
Munuki Block "B"  
Juba, South Sudan

Web: [www.healthactionaid.org](http://www.healthactionaid.org)  
Email: [healthactionaid@gmail.com](mailto:healthactionaid@gmail.com)  
[info\\_healthactionaid@gmail.com](mailto:info_healthactionaid@gmail.com)



# HEALTH ACTION AID Health Action Aid

*For sustainable health services*

---

Juba Head office Hai Kuwait, Block "B" Munuki Bilpham road. Or email to:

[hrhealthactionaid@gmail.com](mailto:hrhealthactionaid@gmail.com)

Health Action aid is an equal opportunity employer. Merits, competency and past performance are the key parameters embraced.

Only shortlisted candidates will be contacted for an Interview and all Applications submitted will not be returned.



Tel: +

P.O.Box Private Bag  
Munuki Block "B"  
Juba, South Sudan

Web: [www.healthactionaid.org](http://www.healthactionaid.org)

Email: [healthactionaid@gmail.com](mailto:healthactionaid@gmail.com)

[info\\_healthactionaid@gmail.com](mailto:info_healthactionaid@gmail.com)

---