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**VACANCY ANNOUNCEMENT**

**ICCM Training Officer**

Concern South Sudan is an international humanitarian NGO working in South Sudan since 1998. It is dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world’s poorest countries through the provision of health & nutrition, shelter, WASH and livelihood activities in the three States of South Sudan.

Concern South Sudan is looking for suitable candidates to fill the position of *Integrated Community Case Management (ICCM) Training Officer to* be based in Nyamlel, Aweil West County, Lol State.

**Job grade: F**

**Job Purpose:** The overall objective of the ICCM Training Officer is to build the capacity of the Community-Based Distributors (CBDs) and the CBDs Supervisors to effectively manage the treatment of under five children for malaria, diarrhoea, and pneumonia as per the project plan. S/he will work closely with the ICCM Project Manager, the other Health and Nutrition staff, the CHD UNICEF in planning and executing the trainings.

**Main Duties & Responsibilities:**

**Responsibility 1: To coordinate planning and training of CBDs and CBD Supervisors in Aweil North within the agreed plans, budgets, time frame and donor guidelines. By;**

* Develop a capacity building plan for the CBDs and the CBDs Supervisors in line with the WHO and UNICEF integrated training package or any other relevant iCCM training packages.
* Develop the Terms of Reference (ToR) for each training in consultation with the ICCM Project Manager
* Take lead in the recruitment of training facilitators for trainings where external facilitators are required
* Supervision of all trainings facilitated by external facilitators or internal ToTs
* Organise refresher trainings for the CBDs and CBDs Supervisors based on the post training supervision visits
* In collaboration with iCCM Project Manager, ensure that County Health Department is involved in the planning, implementation and monitoring of quality iCCM program
* Hold monthly planning and coordination meetings with all CBD supervisors
* Ensure integration of iCCM and PHC activities, particularly as regards Health Education, EPI and other Child Health and nutrition activities.
* Responsible for ordering of and accountability for drugs, medical supplies and equipment used by CBDs.

**Responsibility 2: Staff Management**

* Set performance objectives for CBD supervisors, carry out 6 monthly performance evaluation and advise the CBD supervisor on ways to improve work performance.
* Provide quality supervision to CBD Supervisors, including on the job mentoring and support as required, ensuring that the iCCM Manager is kept informed about any issues.
* Responsible for identifying and ensuring CBD supervisors’ training and development needs are met.

**Responsibility 3: To ensure the highest standards of Monitoring & Evaluation ICCM activities to facilitate effective programme delivers and reporting on expected results. By;**

* Ensure that all trainings are professionally documented in form of training reports for sharing internally and externally
* Ensure pre and post training assessment of participants are conducted where necessary
* Coordinate post training Supervision/Monitoring of trainees is conducted and the trainees’ level of application of required competencies determined
* Ensuring all CBDs and CBDs Supervisors have the necessary tools for day to day data collection and reporting
* Taking lead in formulating technically accurate monthly plans and activity budgets for health and nutrition health facility support activities according to annual plans of each project.
* Ensuring weekly reporting of all trainings done.

**Responsibility 4: To ensure Complaint Response Mechanism (CRM), Accountability Processes and Programme Participants Protection Policy (P4) are established at community level. By,**

* Integrating Concern’s CRM process, (explaining the objectives, how it works and its benefits to beneficiaries and communities) in key ICCM trainings.
* Reviewing complaints recorded by CBDs, supporting the process of preparing feedback by the Project Manager including actual giving of feedback to the complainant.

**Responsibility 5: To support programme development processes in Concern Worldwide South Sudan. By;**

* Participating in programme development activities like contextual analysis review, baseline studies, any related studies especially in the area of Gender and Equality when called upon.
* Respecting, upholding, and actively supporting the broader Concern Worldwide South Sudan and Concern Worldwide organisational development initiatives within the context of NBeG e.g. Equality, Disaster Risk Reduction, Resilience Building, Advocacy, Program Participants Protection and Capacity building.

**Responsibility 6: Work as a team member of Concern Worldwide NBeG program staff, by:**

* + Establishing and developing effective working relationship with Concern staff, Health Facility staff and community volunteers to ensure team work and integration.
  + As team member effectively participating in any Preparing for Effective Emergency Response (PEER) process as deemed necessary. This may include being deployed to respond to emergencies as and when required.
  + Participating in team decision making, planning and joint activities
  + Supporting other projects in your area whenever requested to do so
  + Adhering to Concern’s programme and other policies on physical and financial resources

**Qualifications**

**Education/Training**

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| **Required:**  -Certificate Nurse  -Trained community health worker from a recognised institution | **Desired:**  -Diploma Nurse/Public health, from a recognised institution  -Relevant short courses in primary healthcare and iCCM  -Knowledge of clinical skills |

**Experience**

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| **Required:**  -Ability to organise, facilitate and or supervise series of staff training  -Experience in facilitating ICCM trainings either as a staff or a consultant | **Desired:**  -Experience as a Health Project Officer in a health project with ICCM as one of the major component  -Experience in integrated health and nutrition programme |

**Technical Skills**

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| **Required:**  -Clinical skills  -Communication skills verbal and written in English, Dinka or Jur Chol and Arabic  -Facilitation and presentation skills  -Counselling, mentoring and Coaching skills  -Report writing skills | **Desired**  -Skills in working with partners and government line ministries |

**Competencies**

1. Managing yourself - Integrity 2) Leadership

3) Communicating and working with others 4) Delivering Results

5) Planning and Decision making 6) Creativity and Innovation

1. Influence, Advocacy and Networking 8) Change management

**Contacts/Key Relationships**

**Internal:** Health and Nutrition Coordinator, Health and Nutrition Project Managers,

Behaviour Change Project officer, Reproductive health Project officer, Livelihoods Project Managers, Base Manager, Finance, Procurement Officer, Transport Officer and other relevant staff

**External**: Payam Administrator, Chief, Boma Officials, Health Facility staff, Teachers

**Living Conditions**

* The spends 60% of his or her time in the field
* Expected to travel and cover allocated area on motorcycle.

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| The position holder will adhere to the standards of conduct outlined in the ***Concern Code of Conduct* and *Programme Participant Protection Policy (P4)***. As part of the *Concern P4* responsibility the position holder will:   * Support and promote the standards outlined in the P4 and the Concern Code of Conduct to their team, partner organisations and beneficiaries, and be committed to providing a safe working environment * Contribute to the establishment of preventive measures to reduce the potential for abuse in Concern programme |

**HOW TO APPLY**

1. Interested candidates are requested to submit their applications to [**vacancies.juba@concern.net**](mailto:vacancies.juba@concern.net) **NOT later than 5pm, Tuesday 16th May 2017**

Hard copy applications can be delivered to

* *Concern Worldwide, Nyamlel, Aweil West County, Lol State*

***OR***

* *Concern Worldwide, Tongping, Airport Road, Juba*

1. The position is open only to South Sudanese nationals.
2. Only shortlisted candidates will be contacted and applications submitted will not be returned.