

**JOB OPENING**

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| **PRINCIPAL** |

**Job Title: Principal, Maridi School of Nursing and Midwifery**

**Reports to: Health Project Manager,** AAH-I Maridi and the College Board of Governors (administratively and policy direction for the college)

**Duty Station Maridi**

Action Africa Help International (AAH-I), is an international non-profit making agency that implements humanitarian relief, recovery and development projects in Africa, with over 31 years’ experience in implementing Health Programs in South Sudan. AAH-I with funding from Bread for the World is supporting the Regional Primary Health Care Project and Maridi School of Nursing and Midwifery (MSNM), Since its’ inception in 1992, the school has trained over 900 graduates nurses and midwives who are serving the rural communities in providing quality healthcare.

**Job Summary:**

The Principal will be based in Maridi, and will work closely with the Health program team in Maridi and Amadi States- South Sudan. He/she will work under the overall leadership of the Health Project Manager with technical support from the Health and Nutrition Sector Head based in Juba

**Duties & Responsibilities**

**Teaching students:**

* Teach theory lessons to nursing and midwifery students according to the curriculum and time table developed
* Conduct practical skills teaching to students in the skill lab, hospital and any other clinical placement site.
* Supervise students’ research work and practical attachments.
* Participate in the planning process for students learning together with other tutors
* Identify gaps in the learning of students and participate with the team to develop methods that will ensure proper learning of the students
* Participate in the mentorship and supervision of students at the school and any other clinical placement site
* Support the strengthening of clinical sites in order better provide clinical skills training to students

**Administrative Duties:**

* Co-ordinate and foster the development of programs within the school to best meet the needs and interests of the students. This includes the establishment, supervision, and evaluation of special education programs where a student needs one.
* Assist the teaching Tutors in the development, implementation, modifications, and selection of curriculum materials, and keep the Area Coordinator and the Head of Health and Nutrition Sector informed as to any modifications in or substitution of approved programs.
* Develop and support a high degree of student morale through curricular and extracurricular activities and services and co-ordinate the participation of all members of the teaching staff in the extracurricular program
* Line managing staff of the school such as but not limited to Academic Head, Dean of Students, Tutors in the school.
* Ensuring staff performance objectives and annual performance appraisals are done in line with AAH-I institutional policies.
* Coordinate with the Board of Governors management committee meetings
* Managing finances and ensuring compliance to the guidelines

**Networking with MOH and Partners:**

* Ensure proper coordination between the school and government departments overseeing capacity building for health
* Attending coordination meetings, ably representing AAH-I and ensuring there is visibility of the school among donors, partners and ministry of health, ministry of education etc in Maridi state.
* Organizing students’ participation in national events like, world AIDS day, World Malaria Day, World Pneumonia Day, World Breastfeeding week and many other celebrations/commemorations.

**Reporting and monitoring progress:**

* Conduct continuous and summative assessment to the students
* Participate in the generation of monthly and quarterly reports
* Work with the dean, academic master and tutors to develop, implement and monitor the school operational plan
* Take lead in tracking the graduates of the school under the current programme to ensure the objectives related to graduates tracking are met.

**Resource Mobilization and Fundraising:**

* Contribute to proposal development for the school and related health projects.
* Provide leadership and guidance on tracking funding for the school as well as developing concept notes.
* Participate in development of fundraising proposals for other health projects as and when assigned, providing technical support to Regional Primary Health Care project team.
* Take lead in providing on ground information including landscaping on projects profile working with the health project team in Maridi.

Perform any other duties assigned by the management of AAH-I as may be deemed necessary.

**Qualifications**

* A double trained Nurse-Midwife with Minimum Bachelor’s degree in Nursing, Midwifery or Community Health. Master’s Degree is an added advantage. A clinical Officer with Tutorship training and Bachelor’s degree may be considered.
* Professional registration certificate with South Sudan Nurses and Midwives Council, having valid practicing license.
* Diploma in Tutorship from recognized Health Training Institution. Administrative/Managerial training is an added advantage.
* At least five years post qualification experience in Tutorship, managerial roles, clinical work and program management in Reproductive, Maternal New-born and Child Health.
* Should be South Sudanese national with valid national identification documents
* The candidate should be able to communicate in simple Arabic

The candidate should be well verse with the basic Microsoft word computer packages

**Application Instructions**

Please send your cover letter outlining how your skills and experience meets the Person Specification along with your CV to Human Resource Department through **recruitss@actionafricahelp.org**and copy**astephen@actionafricahelp.org**; or Submit your hard copy application to the Human Resource Department AAH-I office across the road from Indian Embassy on or before 26 February, 2019. Female candidates are highly encouraged to apply.

Title of the position/ vacancy must be clearly indicated in the application and on the envelope.

Note: **This position is open for South Sudanese Nationals Only. Applications will be reviewed on a rolling basis.**