JOB ADVERTISEMENT – WOMEN'S INTEGRATED SEXUAL HEALTH (WISH) PROJECT OFFICERS

Date of publication: 6th February 2019

Deadline for applications: 15th February 2019

Number of Positions Available: 02

Starting date: Immediate

Place of work: Torit and Yei

Weekly hours: 40

BACKGROUND

HI has been operating in South Sudan since 2006, implementing emergency and development actions aimed at improving protection, quality of life, and the promotion of rights of vulnerable girls, boys, women and men , including those living with disabilities. HI's current operations are centred in POC sites and IDP camps outside Juba city; Yei in central Equatoria, Yambio in Western Equatoria, and Torit in Eastern Equatoria, with the country office based in Juba city. Since 2016, HI has been implementing an emergency mobile (or flying) unit responding to mental health and psychosocial (MHPSS) support needs and disability rehabilitation assistance in greater Upper Nile, Unity and Jonglei states. Overall, about 50,000-80,000 direct beneficiaries (girls, boys, women and men) are being targeted through MHPSS (Mental Health & Psychosocial Support) and Livelihood projects, with a strong emphasis on mainstreaming disability inclusion. HIs current programs are funded by ECHO, DFID, UNHCR, MOFA Luxembourg and OCHA among other donors. As part of its 2019-2021 strategy, HI South Sudan is prepositioning to expand programming in Protection, Education in Emergency (EIE) and Food Security & Livelihoods (FSL).

General Information

Humanity and Inclusion is an independent and impartial aid organization working in situations of poverty and exclusion, conflict and disaster. Working alongside persons with disabilities and other vulnerable groups, our action and testimony are focused on responding to their essential needs, improving their living conditions. It is a non-governmental, non-religious, non-political and non-profit making organization.

Line-manager	Project Manager		
Quality-manager	Technical Advisor		
Funding body(ies) :	DFID	**Size of budget managed :**	NA
		Duration of funding (project)	2½ years
Size of team	5 persons	**Number of persons directly supervise & coaching**	NA
Base	Yei, Torit	**Travel**	Yes

1. Management

The Project Officer (PO) will be line-managed by the WISH-Project Manager, who is in turn managed by the Operational Coordinator. A Technical Advisor, based in Lyon, will support both the project manager and the project officer with technical assistance in order to ensure the overall quality of the action's outputs. For this reason, the project officer will report to the Project Manager (PM), Women's Integrated Sexual Health (WISH) based in Juba

2. Mission

The Project Officer (PO) is working under the direct supervision of the Project Manager (PM) and will be based in Yei or Torit.

The overall objective of the position is to implement the project activities aimed at improving access to and use of disability inclusive SRH service by mobilizing PWD and DPOs members by assessing barriers to access to integrated packages of essential services (IPES) and wider SRH services. The PO also expected make sure that consortium partners, cluster members, SRH providers actively include DPO members and PWDs in their target population for SRH services

In South Sudan, the project will be implemented in consortium with IRC and HI, are the key actors delivering WISH under 3 thematic: Inclusion, Sustainability and Integration.

3. Linkages

Throughout the life of the project the PO is expected to work with the following people and organizations:

Main internal Interfaces	Main External Interfaces
1. Project Manager 2. Operation Coordinator 3. Support service team (Logistic and Administration) based in HI Juba office	1. Beneficiary PwD 2. Community Health Workers (CHW) 3. DPOs 4. Project Officers from consortium members (MSE, FGAE, IRC, DMI) 5. Local Government Partners 6. Health facility workers (public and private)

5. Responsibilities

5.1. Project Implementation and management support

- Develop annual and quarterly project activity plan, in collaboration with project site based consortium members staff, local government partners including cluster health facility staff, community health workers (CHW) and DPOs with the validation of the project manager.

- Responsible for liaising and coordination cluster level HI activities with consortium members staff, local government partners, community health workers (CHW) and DPOs
- At baseline, assess capacity of all cluster facilities to provide inclusive Integrated Package of Essential Services (IPES) using IPPF's Quality of Care (QOC) assessment tool and build the capacity of the comprehensive health facility to provide inclusive IPES to serve as a referral facility.
- Provide a bi-monthly activity plan.
- Effectively plan, organize and implement events including workshops, awareness-raising campaigns and experience sharing opportunities with the PM.
- Monitor whether cluster consortium members, cluster health facility staff, DPOs, and cluster management committees (CMCs) are implementing the agreed project activities based on standards and agreed time table.
- Provide technical inputs to cluster level consortium member organisation team, cluster health facility staff, DPOs, CHW, and cluster management committees (CMCs) for quality activity implementation, especially relating to inputs for CHW, CMC and DPOs in their attempt to reach more disabled reproductive age youths of age 15 to 20 years in to FP/SRH programs services.
- Participate in the development of project quality and monitoring quality indicators of the project.
- Contribute to formative, quantitative and client-centred research to identify key health behavior determinants targeted by the project.
- Maintain M&E system and feedback mechanisms.
- Make regular field trips to project sites to meet with CHW, PwD beneficiaries, and visit cluster health facilities services to monitor quality of activity implementation as assigned by the Project Manager.

5.2. Proper Documenting and record keeping

- Ensure proper documentation and efficient use of project's resources.
- Produce terms of reference and activity reports for each activity implemented.
- Coordinate with implementing and local partner to provide inputs for the periodical reports to submit to the Project Manager as required by donors (consortium lead) and government cosignatories.
- Carry out regular recording and reporting of activities, field trips and meetings; in coordination with other team members.
- Compile monthly and project activities reports and submit to PM.
- Use Washington Group Tools for disability inclusion data collection
- Maintain a database of information on the project (gender, age, disability disaggregated).
- Participate in compiling lessons learned, designing and implementing events for exchange of project experience.

- Ensure effective recording and dissemination of results of model of capacity building programs for CHW, CMC, local government and consortium partners and DPO capacity building.
- Contribute to designing system to compile and disseminate good project practices.
- Ensure regular recording of field trips and activity implementation related to project implementation.
- Prepare and submit monthly time sheet to the project manager-PM.

5.3. Develop resources and conduct capacity building/awareness-raising initiatives

- Develop training resource to build the capacity of the DPOs, CHW, cluster health facility team and the community on inclusive RSH service access and use.
- Develop interesting and user-friendly awareness-raising material/manuals.
- Conduct stimulating and effective training and information sessions.
- Conduct training need assessment and trainings of target beneficiaries, CHW, local FP/SRH service providers (public and private) and DPOs and develop Training TORs .
- Lias with M&E officer in monitoring and evaluation to ensure the sensitization and training to relevant community actors in inclusive SRH have improved.

5.4. Maintain a high quality of work

- Study and maintain a high level of knowledge and skills in understanding disability, inclusive family planning and sexual reproductive health services and methodologies for inclusion of person with disabilities.
- Coordinate with WISH-PM to ensure the project and its activities are in compliance with local laws and regulations, HI standards and donor requirements.

5.5. Responsible for implementing the safeguarding policies at project level

- Prepare work plans and implement safeguarding (child protection, PSEA) activities.
- Ensures that the CHW and local partners is aware of the safeguarding policies and facilitate trainings to build their capacity in this regard
- Ensure that the safeguarding policies are implemented at all levels in its project site
- Ensure that project beneficiaries are aware of these policies and promote to report any concern regarding child protection or PSEA
- Monitor and document the progress of child protection and PSEA activities.
- Report immediately any concern, incident to the PM/PD concerning child protection and PSEA.

5.6. Relationship management

- Represent HI at field level (Torit/yei) on the work related engagement with government partners, WISH consortium partners in the course project implementation under the supervision of the Project Manager.
- Cooperate with local government counterparts, and implementing consortium partners and other stakeholders to realize the project objectives.
- Maintain conducive working relationships with partners, beneficiaries and other stakeholders to facilitate the implementation of the project.
- Set-up a proper communication system with partners at field level.

6. Education & Qualification

Bachelor degree in public health or community health or related field

7. Professional Experience

- Minimum of 3 years of programmatic and technical experience in SRH/FP programs funded by donors
- Knowledge of family planning and other public health-related fields
- Knowledge and understanding of working in partnerships. DFID funded projects preferably and other donors;
- Experience in community development and community mobilization.
- Hands-on experience in the development FP/SRH strategies, specific to the context south Sudan/project site to fight against gender inequalities and social norms.
- Knowledge of local languages and command of English is an asset.

8. Skills

- High degree of confidentiality.
- Computer literacy (Word, Excel and Power Point).
- Diligence and attention to detail.
- Good interpersonal and communication skills.

9. Language:

- Fluency in English
- Knowledge of local language is mandatory.

HOW TO APPLY

Qualified candidates are invited to submit their applications (**CV and Cover letter-** clearly state the address, contact information and position applied for) before 5:00 PM on **February 15th 2019** through email or physically to:

Admin/HR Department,
Humanity & Inclusion
Hai Malakal, Plot 83, Block AXIII
South Sudan – Juba
Email to: recruitment@southsudan.hi.org

Name of the position applied for must be written on the email subject or on the envelope

Application documents, once deposited will **not be returned** to applicants. Applicants are advised **not to include any original documents** in their application. Federation HI will **not be held responsible** for the loss of such documents.

Due to the expected volume of applicants, **only shortlisted** candidates will be contacted. If you have not heard from the employer in two weeks from the closure date of this Vacancy Notice please consider your application as unsuccessful.

Humanity & Inclusion is a leader in disability inclusion and particularly welcomes applications from female and male qualified candidates with disabilities. Please feel free to indicate in the application if you have a disability. You don't have to disclose the nature of disability.
Thank you