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15/8/17
15 AUG 2017



South Sudan
Plot 277, Block 3K, South Tong Ping, Juba
American Residence Road,
Next to Canada house

15th August 2017

VACANCY ANNOUNCEMENT

POSITION TITLE: Health Officer
DUTY STATION: Magwi County
REPORTS TO: PHC Supervisor

A. COUNTRY PROGRAM OVERVIEW

The overall goal of the ARC South Sudan program is to improve health and nutrition in targeted communities, provide protection services that aim to reduce incidences of gender based violence (GBV) through community engagement, public education, and advocacy in target communities as well as services to those who are survivors of GBV; and to support healthy and productive lives of beneficiaries in target communities through integrated health, nutrition, and protection activities implemented with gender- and conflict-sensitivity. In order to achieve this objective, ARC implements a multi-sectoral program that includes water and sanitation, primary and reproductive health care, HIV and gender based violence prevention and response and activities geared towards creating economic opportunities for returning populations. ARC has program activities in the then Central and Eastern Equatorial, Northern Bahr el Ghazal and Upper Nile. In Magwi, ARC implements programs on primary health care and nutrition programs.

B. DESCRIPTION OF ROLE

Broad Description of the role

To provide support to ARC's program particularly in Magwi field office. The post holder will be responsible for supporting the CHD in providing quality health services at ARC's supported Health Care facilities in Magwi County, the Republic of South Sudan.

Overall scope of the work:

- Provide capacity building training to the CHD and health facility staff in accordance to the Basic Package of Health Services of Republic of South Sudan.
- Work with the health facility staff on improving health services; child health, maternal health, family planning, antenatal care coverage, institutional skilled attended deliveries and communicable diseases.
- Closely work with health facilities service providers to increase access to short and long contraceptive methods.



- Provide technical support CHD and Health facilities staff on recording, reporting and data management and utilization.
- Ensure integration of management of acute malnutrition into PHCCs and PHCUs routine activities.
- Organize and provide training to health workers and Home Health Promoters on IMSAM (integrated management of acute malnutrition) and other nutrition related topics.
- Participate in training need assessment for the service providers
- Support the CHD and health facility staff in disease surveillance, accurate, timely and complete data collection, compilation and analysis.
- Provide technical support for CHD and health facilities on drugs and consumable supply chain management.
- Participate in conducting health and other health related surveys
- Supervise and support HHPs; on health education, screenings & distribution health related items.
- Contribute to the development of new project proposal and concept papers.

Duties & Responsibilities

Supervision and Training

- Liaise with PHC Supervisor and the CHD for regular supervision of health activities at ARC supported facilities
- Provide written and concise weekly reports for all activities undertaken.
- Ensure that there is a link between all ARC supported PHCCs and PHCUs, the health authorities and the communities in regard to information sharing and action plans.
- Participate actively in the monthly planning of supervision and monitoring activities; and in the monthly debriefing with action plans and recommendations
- Provide on-the-job training for health and Nutrition key staff and based on the identified areas for improvement.
- Maintain a log of all RH supplies and commodities, Nutrition supplies and drugs and ascertain reasons for ruptures and actions taken for all facilities.
- Monitor the consumption of health and nutrition supplies and ensure timely availability
- Organize community based nutrition outreach to screen malnourished children and for appropriate action and referrals.
- Organize and facilitate health worker's review meetings

Collaboration with the CHD

- Responsible to work with the CHD & health facilities head to update HHP knowledge and replenish necessary supplies as needed.
- In collaboration with ARC PHC Supervisor, strengthen the communication between the CHD, health care facilities in charges and community resource persons to ensure proper referral mechanisms are in place for obstetric emergencies
- In collaboration with the CHD and ARC team, ensure that there is good uptake of PMTCT, FP, and VCT services at the health facilities,



- Carry out the compilation of quality data for health activities report, and provide feedback to health facility staff.

Program Development, Representation and Reporting

- Participate in health planning and assessment of health needs in the county
- Participate in the promotion and provision of VCT in the county
- Submit reports based on pre-defined indicators as outlined in the project proposal
- Maintain open and regular communication with the rest of the ARC health team in order to ensure information sharing, team cooperation and consistency of programs.
- Liaise with PHC Supervisor when appropriate, to ensure standardization of health & nutrition services provision and reporting.
- Attend meeting to represent the ARC as requested by the PHC Supervisor.

Other role and responsibilities

- Undertake any other health related duties as directed by the PHC Supervisor for the improvement of the health status of the target beneficiaries.
- Act and communicate at all times in a polite manner with respect for others to fit the image of ARC
- As ARC is working in a constantly changing humanitarian aid environment, reasonable specific duties may be requested that may not fit into the above job description, but which will help to achieve over all programmes goals and aims. Similarly while work on weekends will not normally be required, requests to do so should be regarded as falling within the 40hr working week stipulated within ARC's National staff hand book, of which this job description forms a part.

EDUCATION, TECHNICAL SKILLS & KNOWLEDGE REQUIRED

Essential qualifications, experience and competencies

- Qualified Clinical Officer, Registered Nurse/Midwife with at least three years practical experience.
- Prior experience in implementing health and nutrition activities in the similar context.
- Experienced at capacity building and facilitating training.
- Fluent and clear English speaker with good writing skills.
- Computer skills including Ms Excel / Word and Email.
- Experience of working in a team.
- Experience in writing clear and concise reports.
- Experience in complying with the components of the Basic Package of Health services (BPHS).

Desirable qualifications, experience and competences

- Experience in core infection control measures used in Health Care settings
- Five or more years of proven practical experience in implementing and managing health services.



- Experience in health promotion and health education materials design and development.
- Computer skills including Excel, Word, Outlook, etc.
- Motorbike rider with license.

HOW TO APPLY

Qualified and interested candidates should submit their letters of interest plus CVs to ARC South Sudan office located in South Tong Ping Juba along American Residence Road, next to Canada house. Applications can also be submitted to the following email address: ssvacancies@arcrelief.org and ARC office in Magwi.

Please note that ARC retains all applications and the files will not be returned to the applicants at the end of the recruitment process. Due to the urgency of the position, applications will be reviewed on regular basis hence these positions may be filled before the expiry date of the advert. **Only shortlisted candidates will be contacted for an interview.**

The Deadline for receiving applications is 6th September 2017 at 5:00 pm local time.

