

VACANCY ANNOUNCEMENT

Post Title: Program Associate
Number of Vacancies: One (01)
Contract length: 12 Months (Renewable)
Duty Station: Roving
Reports to: Technical Officer-Community and Child Health (CCH).

**Organizational background:-**

HCO is a National Non-Governmental organization undertaking humanitarian work in South Sudan's disaster affected and underdeveloped communities targeting vulnerable children and mothers. We are registered under the New (Southern Sudan NGO's Act of 2003). Our main strategy is to strengthen the resilience and capacity of families and communities to meet their obligations to the child through child centered child survival and development initiatives. The organization implements a range of projects in support of vulnerable children including Education and Life Skills Development, Community and Child Health (CCH), Child Protection and Juvenile Justice. The organization has managed to maintain strategic partners like UNICEF, WFP, IOM, Save the Children, Malteser International and South Sudan Humanitarian Fund (SSHF) as long term partners and operates in areas of Jonglei, Upper Nile, Warrap Western Bahar el Gazal and Central Equatoria States.

JOB PURPOSE

Within Six years HCO has grown from one branch to 12 branches plus fully functional secretariats based in Juba and with over 150 staff members through a systematic people management approach.

The Position of Associate CCH is of middle Level supervisory category of leadership at Hold the Child Organization and reports to the Technical Officer-CCH. The position is roving in all CCH projects sites. Hold the Child seeks applications from qualified persons who will work closely with team, coordination as well as the partners.

MAJOR RESPONSIBILITIES:

- Promote the organizational vision, mission, values and policies; and contribute to adherence among staffs, and foster a professional working environment
- Ensure strong relationship with Hold the Child staff and support development of a professional working environment, and maintaining clear vision of the best focus and timing support to the field staff under the Child health and Nutrition portfolio
- Capacity building and mentoring of staffs; implement induction training sessions, and follow-up exercises on project operational plans and monitoring tools among other necessities as the need would arise; to ensure technical implementation of Program
- Work closely with the Nutrition and health projects officer to foster cooperation of Hold the Child with communities where we work, local authorities, local government (CHD and MOH) and national government and foster advocacy for improved and sustainable Child health and nutrition services
- Work in collaboration with the Technical Officer and field staff to disseminate IYCF appropriate practices and innovatively support of Mother-Mother support groups and childcare practices.
- Work with the county health department and foster the expansion of vaccination and child health interventions across Fangak the county.
- Conduct situational analysis and strengthen data base on donor supported Health and Nutrition Program, build the capacity of stakeholders in making effective use of the
- Represent Hold the Child at relevant meetings with government, donors UN and other
- Health and Nutrition cluster members and promote a healthy work relationship with all stakeholders;



- Design and support the implementation of needs assessments, baseline survey that focus on Child protection and/or education thematic areas; with particular consideration of cross-cutting issues i.e. gender, disability, and environment among others
- Support evidence based planning for new arising projects/Program; implementation of and re-programing of the already existing projects/Program; prompt and transparent reporting; better and more transparent accountability of the Health and Nutrition program
- Work with the field Technical Officer to support program staff on the compilation and timely submission to monthly reports and projects/program updates
- Follow up nutrition supplies from WFP/UNICEF, Disseminate CMAM guidelines, Protocols, and tool adherence within all nutrition sites.
- Report on monthly and quarterly basis to technical Officer using prescribed formats; and contribute to donor reports.
- Work in collaboration with the Technical Officer and field staff to monitor admissions, drop out and cure rates of children under-fives at feeding center.
- Support relevant stakeholders in prompt and effective dissemination of information, administrative and gender inclusive policy developments at the County State and National levels; Support data collection and measurement of program inputs, outcome and impact
- Adhere to codes of conduct in all activities (e.g., UN Code of Conduct for the prevention of sexual exploitation and abuse and Hold the Child, Child Protection Policy), needs of vulnerable people, violations of human rights, child rights and women's rights (i.e., international conventions), and reporting mechanisms.

Background Qualification and Experience:

Essentials:

- Minimum of a *Diploma's* in public health, nursing, health education, health administration, Licensed Clinical Social Worker, or related field.
- Minimum of four (4) years' experience in a position involving community health education, public health, maternal and child health, or related health services.
- Must be a registered or licensed by South Sudan medical Council.
- Excellent communication skills and a willingness to be respectful, kind, sensitive and empathize with all beneficiaries and their cares takers.
- Fluency in written and spoken English and local languages

Desirable:

Experience of emergency nutrition work, design and implementation of feeding Program (ideally CMAM), including monitoring and evaluation skills

Contact address:

Interested candidates who meet the above conditions should forward their CV and covering letter (which should include the contact details for at least two professional references from previous employers to:

hr@holdthechild.org. Addressed to Human Resource Department Hold the Child South Sudan Office Munuki Bloc 'A' class 3 CES. Or you can deliver your hard copies to our offices located at Munuki Block A off Bilpam road 400 meters after Equity Bank Munuki branch west of Britain hotel. Do not submit original documents

NB: Applications received later than **January 31st 2019** will not be considered. **Only short listed candidates will be contacted.**

Hold the Child is an equal opportunity and affirmative action employer.

our action. our future

