



ARC
American Refugee Committee

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

5th November 2018

VACANCY ANNOUNCEMENT

POSITION TITLE: Clinical Officer
DUTY STATION: Abiemnom PHCC, Greater Abiemnom County Ruweng State.
REPORTS TO: PHC Supervisor

A. Country Program Overview

The overall objective of the ARC South Sudan program is to assist the South Sudanese to respond and react to community needs. To achieve this objective, ARC implements a multi-sectorial program that includes primary health care, secondary care, Nutrition, WASH and Gender based violence prevention and response activities. ARC currently works closely with the County Health Departments in large scale county wide health and nutrition programming. ARCs GBV programming is expanding its outreach mechanisms and introducing innovative new initiatives. ARC has program activities in Kapoeta East, Kapoeta South, Magwi, Kajo Keji, Aweil Central, Aweil West, Ulang, Budi, Greater Mayom and Abiemnom Counties.

B. Description of Role

Broad Description of the role

To provide support to ARC's program at Greater Abiemnom County. The post holder will be responsible for supporting the CHD in providing quality services in Abiemnom PHCC supported by ARC Greater Abiemnom County in the Republic of South Sudan. He/she will oversee and have a hands-on monitoring and supportive supervision of patients in the outpatient and inpatient departments in Abiemnom PHCC.

Overall scope of the work:

- Inpatient and outpatient management of patients
- Provide overall leadership of the PHCC
- Conducting regular ward rounds to inpatient departments to review in patients with Nurse in-charge and take an appropriate action
- Conduct regular Integrated Diseases Surveillance at the communities and health facilities
- Regular coordinates and provides feedbacks to surrounding PHCUs
- Carry out performance review of the staff
- Track the referral from the PHCUs to the PHCC and the county hospital
- Ensure routine and outreach activities of EPI are conducted from the PHCC



- Work closely with community health volunteers so that utilization of health service will be increased
 - Provide hands on skill transfer training for community health workers and other staffs within the health facility to build their capacity through Continuous on the Job training / Coaching both clinical service provision and HMIS.
 - Integrate growth monitoring and/or screening of children for malnutrition
 - Ensure distribution of family planning services to the community
 - Tracking of the utilization of the family planning and PMTCT supplies
 - Ensure proper wasted disposal and universal precaution is adhered to
 - Hold monthly and quarterly HHP and BHC meetings
 - Keep the inventory of the basic equipment's of the PHCC
 - Keep recording of all health facility activities and report monthly
 - Timely reporting on status and utilization of drugs and supplies in the health facilities
 - Hold regular meeting with all staffs
 - Prepare and follow duty rosters for PHCC staffs
 - Perform any other duty assigned by supervisor
- **Collaboration with the CHD**
 - Responsible to work with the CHD & health facilities head to update junior staff knowledge and replenish necessary supplies as needed.
 - In collaboration with ARC health team, strengthen the communication between the CHD, health care facilities in charges and community resource persons to ensure proper referral mechanisms are in place for emergencies
 - In collaboration with the CHD and ARC team, ensure that there is good uptake of PMTCT, FP, and HCT 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
 - 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 Health Officer when appropriate, to ensure standardization of health & nutrition services provision and reporting.
- **Other role and responsibilities**
 - Undertake any other health related duties as directed by the county coordinator for the improvement of the health status of the targeted 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 program's 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.



C. REQUIREMENTS

- Must be a Diploma holder in Clinical medicine from a recognized institution
- Registered Clinical Officer, holding a valid Practicing Certificate, with at least 2 years' previous experience of working in primary health care centre
- Trained on IMCI
- Excellent communication skills – written and spoken and computer skills
- Strong interpersonal skills, creativity, flexibility, adaptability and empathy
- Proven ability to work cooperatively with others in a team environment
- Must be ready to work under minimal supervision
- Fluency in English. Knowledge of local languages- and Arabic is added advantage
- Able to ride a motor bike
- Strong interpersonal skills, creativity, flexibility, adaptability, empathy
- Must be South Sudanese national

How to Apply:

Qualified and interested candidates should submit their applications which include the cover letter, together with an updated CV with at least three professional referees addressed to ARC Office in Abiemnom. Applications can also be submitted to the following email address: ssvacancies@arcrelief.org or hand delivered to ARC Juba offices. 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 23rd November 2018 at 5:00 pm local time.

