



JOB OPENING

PHC AND M&E Officer Based in Maridi State

Job Title: M&E Officer
Reports to: Area Coordinator
Duty Station: Maridi State South Sudan.

Action Africa Help International (AAH-I), is an international non-profit making agency that implements humanitarian relief, recovery and development projects in Africa, seeks a qualified candidate for the position of PHC and M&E Officer for its program in Mardi State- South Sudan. He/she will work under the overall leadership of the Area Coordinator in Maridi Office.

Job Summary:

The M&E Officer must have the ability to manage, organize and support all aspects of the PHC program including liaising with the communities where AAH will implement the PHC program, Ministry of Health, other international and national agencies. The M&E Officer is responsible for leading the PHC program through providing technical support and capacity building of the team to successfully plan, implement and monitor the PHC program activities in Former Western & Central Equatoria.

The M&E will be responsible for ensuring that the PHC programs are implemented in line with the various standards and guidelines. The M&E will also work closely with the Area coordinator in program operations to plan and manage our community targeted initiatives and within the scope of the program of work. Additionally, the coordinator will provide input into proposal development and response strategies as required.

Duties & Responsibilities

1. Planning, Development, and Reporting on Program Work Plans

- Create and supervise baseline studies and other studies on health indicators in collaboration with the communities, health promoters, health committees, respective

State Ministries of Health, and other local organizations, in order to document the current state of health needs in the communities where AAH implements the PHC programme (Ibba, Maridi, Mundri-West/East, Yei & Morobo).

- Developing operational plans for the PHC program based on project objectives and goals and are consistent with the institutional strategy and program resources.
- Ensure the execution of the annual work plans and budgets of the PHC program, make adjustments consistent with the values and project resources and based on the information gathered by the field supervisors about each community
- Monitor budgets and review all financial & management reports with the Finance and Accounting team to make sure that the resources of the program are being utilized consistent with the objectives, timelines and goals that have been set.

2. Supervision, Monitoring, and Evaluation, Accountability

- Evaluate the quality of services provided by PHC health programs and selectively participate in project activities, from training to overseeing Supervisors in the field.
- Review monthly work plans of the PHC supervisor, MCH supervisor and community mobilization team during monthly planning & review meetings with the program team.
- Hold performance evaluations with field supervisors and review results and periodic performance.
- Manage data collection on the health outcomes: pregnancies, births, sanitation coverage and other relevant statistics according to health indicators, ensuring proper documentation of results for decision making and evaluations.
- Promote and encourage feedback from beneficiaries and communities, and learning from the beneficiary feedback, identify corrective actions required, and capture learning.
- Report, accurately and in an appropriate time, all relevant PHC information required for the comprehensive development of the PHC program

3. Planning, supervising, an Evaluating Trainings for Community health structures

- Ensure continuous training for community health structures (Committees & Teams), according to their needs and in liaison with the PHC programme team.

- Ensure well-coordinated logistics for continuing trainings for community health structures and ensure their effectiveness.
- Provide support to the monitoring and evaluation functions of Maridi School of nursing and midwifery and Maridi state hospital.

4. Coordination with Other AAH programmes, partner organization, County & State Health departments

- Set-up and attend meetings with State & County health authorities and other government entities in order to coordinate field work.
- Organize quarterly meetings to coordinate work with other organizations.

Qualification and Experience

- Bachelor's degree in health or related field and 5+ years of relevant work experience or a master's degree in health or related field and at least 5+ years of relevant work experience
- Program development and management experience in a Humanitarian and/or emergency situation required
- Ability to train national staff on state of the art approaches to primary health care response in (basic health services, nutrition and hygiene promotion)
- Demonstrated analytical and conceptual skills to plan projects, develop timetables for agreed activities and oversee staff activities;
- Strong organizational and supervisory skills with excellent interpersonal skills and the ability to work within different cultural environments;
- Experience of a flexible approach to managing and prioritizing a high workload and multiple tasks in a fast paced environment with tight deadlines;
- Strong communication skills, with the ability to effectively present information and respond appropriately to questions from senior managers in the field and HQ, counterparts, senior government leaders and other donors.

Skills and Competence:

- Strong management and supervisory skills and experience.
- Demonstrated leadership ability in strategizing and coalition building.
- Strong analytical (both political and organizational) skills with good attention to detail.
- Ability to provide coaching, mentoring and leadership to team members.
- Commitment to and understanding of AAH-I's values

Application Instructions

Interested candidates should email application letters and CVs (with 3 referees) addressed to recruitss@actionafricahelp.org to be received by **August 15th, 2018** the email Subject Line must show the job title of the position and Location. The applications can be dropped at AAHI office in Maridi. AAH-I is an equal-opportunity employer. Only shortlisted candidates will be conducted.

Note: **This position is open for South Sudanese Nationals Only.**