



**External/Internal Job Advertisement
VA No. SCII522017**

Save the Children is an international non-governmental organization that works for a future of children, their families and communities realize social equity and dignity; have access to their basic physical, emotional and development needs.

SCI is seeking to recruit:-

Job Title: Primary Health Care Supervisor (Ipost)
Location: Kapoeta North.
Reports to: Health Project Manager
Contract Period: 10 Months



JOB PURPOSE:

The Primary Health Care Supervisor will be responsible for capacity building of county health department staffs and entire health team in Kapoeta North to facilitate efficiency and effectiveness of the implementation of all health project activities, assess and identify the gaps for further strengthening ensuring, system strengthening at both county and health facilities level.

KEY AREAS OF RESPONSIBILITY:

Coordination Roles

- Attend coordination meetings with CHD and SMOH.
- Assist in the compilation and dispatch of project reports monthly and quarterly.
- Assist in developing detailed implementation work plan (activities, schedule, resources, procurement plan, and close-out plan) based on approved grant.
- Implement the work plan effectively and efficiently.
- Assist in monitoring project activities using supportive supervisory approach, weekly, monthly, quarterly targeting, as well as extensive field visits and their documentation for information sharing and decision-making.
- Participate in program development activities providing requested data, conducting focus group discussions, facilitating appointments with local stakeholders and authorities, and in strategic planning.

Capacity Building and Training Needs analyses

- Conduct capacity support and training needs assessments of CHD, health facilities staff and other related individuals and develop and deliver tailored capacity support plans.

Designing Training Methods

- Monitor, supervise and report periodically of the progress of the project training activities.
- Work as part of the SCI team and CHD within the context to develop capacity support methodologies that are based on learning from working with partners.
- Ensure training of project staff and other local stakeholder entities, including on-the-job training, as per plan and as required.

Monitoring and Evaluating training impacts

- Coordinate and/or facilitate capacity development processes for identified training actors
- Conduct training, awareness camps and workshops for all types of beneficiaries on assigned project activities.

- Develop education, awareness and extension materials such as lessons learned papers, case studies etc. for sharing the experiences and information on the project for partners, visitors, stakeholders, beneficiaries and policy makers.
- Ensure quality of the training materials purchased, developed and the services delivered under the Project.
- Coordinate and communicate with partners, stakeholders and communities in the county for smooth execution of the project training activities.
- Ensure that institutional and donor requirements are fulfilled while delivering the project training activities.
- Represent the project training program to local and national meetings, workshops and seminars when necessary.
- Assist the Health Project Manager to prepare, implement and report annual, quarterly and monthly plans for training and reports for the project.
- Manage project training assets in the field and ensure that they are properly inventoried and report /updates Health Project Manager about the conditions of the assets.
- Organize project related training with the staff on weekly, monthly and quarterly basis and updates the Health Project Manager accordingly
- Periodic Field visits to assist in on-job training and strengthening the capacity of the project health facilities staff.
- Build and maintain good working relationships with county authorities, government officials, national and international NGOs, and community leaders.
- Develop a monthly individual activity plan and support the Health Project Manager in developing similar activity plans for effective implementation of project activities.
- Develop an effective and sustainable bridge between the local authorities, community leaders and Save the Children based on good communication, representation, and feedback.
- Work with communities to encourage their participation and feedback on project implementation.
- Manage and account for cash/floats for project activities for trainings and community mobilization.
- Train health personnel on the following areas and other health related trainings that may be reflected as below:
 - Integrated Essential Child Health Care (IECHC) OR IMNCI.
 - Drugs management
 - Reproductive health and safe motherhood.
 - Data management and utilization.
 - HIV/AIDs, Malaria case management, expanded program on immunization (EPI) and training County Health staffs on leadership and governance.
- Maintain constant communication and coordination with and Health Project Manager for coordinating training process and ensuring quality
- Assist Health Project Manager with community mobilization and communication as necessary
- Perform other duties as assigned by the line manager.

SKILLS AND BEHAVIOURS (our Values in Practice)

Accountability:

- Holds self-accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values
- Holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved

Ambition:

- Sets ambitious and challenging goals for themselves (and their team), takes responsibility for their own personal development and encourages others to do the same
- Widely shares their personal vision for Save the Children, engages and motivates others
- Future orientated, thinks strategically

Collaboration:

- Builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
- Values diversity sees it as a source of competitive strength
- Approachable, good listener, easy to talk to

Creativity:

- Develops and encourages new and innovative solutions
- Willing to take disciplined risks

Integrity:

- Honest, encourages openness and transparency

QUALIFICATIONS AND EXPERIENCE

Essential:

- Diploma in health related field or equivalent training (Nursing, Midwifery, Clinical Medicines and Community Health, Public Health etc).
- Minimum of 3 to 5 years' experience in relevant field, preferably in humanitarian development NGO.
- Excellent communication skills, with good spoken and written English.
- Excellent management and personnel skills to enable the motivation, train, encouragement and participation of team members during training sessions.
- Ability to work independently and with minimum supervision, proactively identifying and addressing issues.
- Confident and proficient in the use of MS word, MS excel and MS power point to allow reporting and representation.
- Experience of a flexible approach to managing and prioritizing a high workload and multiple tasks in a fast paced environment with tight deadlines
- An understanding of and commitment to SC's mission and values.
- Able to develop creative and pragmatic approaches to capacity support and develop and maintain a network of organization and individuals who can support greater use of information about resources for poverty reduction
- Able to work as part of a large team with varying interests and demands.
- Excellent interpersonal and networking skills coupled with the ability to build strong and lasting relationship with stakeholders, clients and colleagues
- Confident in questioning the validity of information and in offering ideas and solutions
- Good people management skills with the ability to develop others and to impart knowledge and experience in an accessible and clear manner

- Good understanding of capacity building needs in the county and the entire health system of South Sudan.
- Experience of community facilitation and mobilization.
- Experience of working with children.

Desirable

- Be both self-reliant and have the ability to lead and co-operate with others.
- Ability to use VHF radio and motorbike.
- Be able to work under minimum supervision and deal concurrently with multiple assignments to achieve the set objectives.

Code of Conduct:

Because Save the Children's work is based on deeply held values and principles, it is essential that our commitment to children right and humanitarian principles is supported and demonstrated by all members of staff. Save the Children's Code of Conduct set out the standards which all staff members must adhere to:

FURTHER INFORMATION & HOW TO APPLY

Interested candidates should submit applications containing updated CV, Motivation Letter, Reference contacts, and ONLY Copies of Nationality ID, Academic documents & relevant certificates.

The position must be clearly indicated in your subject-line or envelop.

Deadline for receiving applications is **6th March 2017 by 4.00 PM** via **email at:**

jobs.southsudan@savethechildren.org Or hand delivered to the nearest Save the Children Office.

Please note that:

- This position is open to South Sudanese nationals only.
- Female Candidates are encouraged to apply!
- Only candidates who meet the selection criteria will be contacted.

