



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

24th August 2017

VACANCY ANNOUNCEMENT

POSITION TITLE: Payam CBDs Supervisors (2) for Narus and Katodori Payams
DUTY STATION: Kapoeta East County
REPORTS TO: iCCM Project 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 States. In Kapoeta East County, ARC implements programs on primary health care, nutrition and integrated Community Case Management of Childhood Illnesses (iCCM) programs.

B. Description of Role

Job Purpose:

The core purpose of the job is to ensure quality implementation of iCCM programme activities in the community specifically under their areas of supervision through;

- Provision of supportive supervision to CBDs
- Quantify and provide commodities needed by CBDs on monthly basis.
- Training of CBDs
- Conduct community mobilization and health education in location of assignment
- Coordinate and liaise with local community leaders and health facility staff.



Key Accountabilities:

Technical Support, Capacity Building & Supervision

1. Technical Support

- Participate in the coordination and implementation of training activities to ensure quality training.
- Conduct community mobilization and health education activities
- Distribute and track medical and non-medical supplies to CBDs (following the distribution plan prepared by the Project Supervisor).
- Report on any stock concerns to the Project Supervisor.
- Ensure that CBDs receive their monthly incentives on time.
- Routinely make spot check follow-ups on cases seen by the CBDs as part of programme quality check.
- Routinely make spot check follow-ups on cases referred by the CBDs to the health facility/OTP/TSFP.

2. Capacity Building & Supervision

- Provide on-the-job supervision and training to CBDs.
- Identify issues and gaps arising from the field, including critical challenges, and report them to the ICCM Project Supervisor for prompt action.
- Ensure timely Collection, verification, and submission of reports from CBDs under their areas of supervision to the project Supervisor.
- Preparation and submission of iCCM monthly reports to Project Supervisor.

Coordination

- Support in liaison with key partners including Payam Health Offices , local leaders, NGO partners, health facility staff and other stakeholders (as necessary)
- Liaise with community chiefs and other community-based stakeholders to select volunteers for ICCM, and to create a conducive ground for the work of CBDs, including interpretation of the roles and terms of agreement of CBDs and presentation of iCCM in community meetings;
- Conduct community mobilization and health education activities with CBDs and other community volunteers.
- Organize and coordinate quarterly meetings for CBDs in their respective Payams.
- Track attrition of CBDs and coordinate their replacement and training.



Administrative and Other Duties

- Provide monthly written reports on activities to the Project supervisor.
- Undertake any other duties as directed by the 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 40 hr working week stipulated within ARC's national staff hand book, of which this job description forms a part.

QUALIFICATIONS AND EXPERIENCE

Essential:

- Secondary school certificate and health related training
- Minimum of one year work experience in the medical field or nutrition programmes, involving assessment, treatment and referral of patients;
- Good knowledge of written and spoken English;
- Republic of South Sudan national, preferably from the area of operation.

Desirable:

- Post-secondary diploma in Community Health Worker, nursing, midwifery or clinical medicine
- Prior experience in conducting trainings to adults, particularly health related trainings in low literacy context;
- Prior work experience with an international organization working in the health sector.
- Ability to use MS Office applications in planning field activities and calculation of field supplies.
- Prior experience in working with supply of commodities.
- Experience of conduction supportive supervision and data collection

WORK BASED SKILLS AND COMPEWork Based Skills and Competencies:

Essential:

- Ability to work in a team
- Good interpersonal skills, and ability to work with individuals of varying social and cultural backgrounds;
- Efficient and effective verbal and written communication;
- Effective time management
- Ability to find solutions to complex problems in a challenging environment



- Good planning and organizational skills
- Good written and spoken English
- Strong negotiation and communication skills
- Able to work in challenging context, independently
- Fluent in local languages

Desirable:

- Ability to communicate effectively with a variety of audiences including CHD, BHC and community leaders
- A broad range of experience including logistics
- Experience working in drug/commodity supply management
- Ability to ride a motorbike and bicycle

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 our Kapoeta East office.

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 15th September 2017 at 5:00 pm local time.

