



**VACANCY NOTICE**

**Action Against Hunger (ACF)-USA is part of the ACF-International Network which works to save lives by combating hunger and diseases that threaten the lives of vulnerable communities, through nutrition, food security and Livelihoods, water and sanitation, health and advocacy.**

**ACF-USA is current looking for suitable candidates to fill the position of SC Nurse – Delocalized (1 Position).**

**Position open date: 8<sup>th</sup> June 2017**

**Closing Date: 27<sup>th</sup> June 2017**

**Starting date: As soon as possible (ASAP).**

**Duty Station: Malualkon**

<b>Objective 1</b>	<b>Patients Screening and admission</b>
Tasks & responsibilities	<ul style="list-style-type: none"> <li>• Examine and screen the children for SC admission</li> <li>• Ensure correct admission criteria to the SC are followed</li> <li>• Relate well to the SC Caretakers, in terms of welcoming them, informing them of what they should expect and what is expected from them while their stay at the center.</li> <li>• Identify patients are at major risk and need special care in phase I.</li> <li>• Identify which patients should be admitted rapidly with an abbreviation history and examination after formal admission and the start of treatment under the supervision of medical officer.</li> <li>• Ensure registration of all the beneficiaries in the SC (registration book ID number, medical and nutrition treatment sheets, follow up card ID number etc.).</li> <li>• Ensure standard therapeutic treatment protocol and the systematic treatment</li> <li>• Arrange consultations of the admitted children and with caregivers.</li> </ul>
<b>Objective 2</b>	<b>Ensure follow up of the patients during treatment</b>
Tasks & responsibilities	<ul style="list-style-type: none"> <li>• Responsible for proper day to day SC program implementation</li> <li>• Identify those patients who present a severe risk and give them special care;</li> </ul>

	<ul style="list-style-type: none"> <li>• Ensure the dispensing of sugar water and F75 upon admittance.</li> <li>• Calculation, preparation, distribution and monitoring of therapeutic milk (F-75, F-100) according to the standard protocols for the beneficiaries.</li> <li>• Encouragement of breastfeeding and initiate supplementary Suckling technique (SST) for appropriate infants.</li> <li>• Ensure the anthropometric follow up of the patients on daily basis;</li> <li>• Ensure that the patients are vaccinated;</li> <li>• Ensure the daily medical surveillance of the patients (vital signs)</li> <li>• Ensure correct dosage of medications according to the systematic treatment protocol and medical prescriptions by medical officer.</li> <li>• Monitor, prevent and treat hypothermia in consultation with the in charge doctor.</li> <li>• Monitor, prevent and treat hypoglycemia in consultation with the in charge doctor.</li> <li>• Diagnose and treat dehydration where present (strictly using the protocol) in the consultation with the in charge doctor.</li> <li>• Provide the patient/ caretaker on importance of hygiene, the use of water and</li> <li>• Explain to the caretaker her/his role as a partner in caring for the child;</li> <li>• Check and encourage the stimulation and psychological support provided by mothers or those accompanying the patients;</li> <li>• Encourage mothers to breast feed their children frequently and after each care administered;</li> <li>• Decide on changes of phases and discharge in consultation with medical officer.</li> <li>• Ensure proper referral process for cases that needs further health treatment in consultation with medical officer.</li> </ul>
<b>Objective 3</b>	<b>Supervise hygiene</b>
Tasks & responsibilities	<ul style="list-style-type: none"> <li>• Check that the patients who do not present a risk of hypothermia are washed and properly dried every day;</li> <li>• Check that the patients and the accompanying person wash their hands before each meal and after going to the toilet;</li> <li>• Check that the mats are clean, are washed and changed regularly and that blankets are available;</li> <li>• Check that the clothes are washed and changed regularly;</li> <li>• Check that the patient's space is washed by the accompanying person;</li> <li>• Check that the water containers and utensils are clean.</li> </ul>
<b>Objective 4</b>	<b>Supervise and assistance</b>
Tasks & responsibilities	<ul style="list-style-type: none"> <li>• Support the caretakers with information/ health Education on infant and young child feeding using the health and nutrition counselling cards and take-home messages</li> <li>• Give the mothers individual advice on health education and insist on the</li> </ul>

	<p>problems and good things observed (individual hygiene, sanitation, safe water etc.).</p> <ul style="list-style-type: none"> <li>• Inform the Medical Officer in cases of absence, fainting/fits, death, transfer to the hospital, transfer home;</li> <li>• Coordinate with the Medical Officer/DPM to arrange for transportation of the beneficiaries back home/ transfer to hospital.</li> <li>• Work in close collaboration with the rest of the TFC team.</li> </ul>
<b>Objective 5</b>	<b>Ensure that food and materials are sufficiently supplied for the care-takers</b>
Tasks & responsibilities	<ul style="list-style-type: none"> <li>• Must check every day to see if there are enough food and materials for the care-takers and make a report of the items missing or needed</li> <li>• Report to the line manager/supervisor weekly basis on what the supplies status</li> <li>• Ensure that food and materials are properly used, maintained and well stored</li> <li>• Distribution of non-food items to beneficiaries and caretakers ; eg soaps, blankets, mats etc</li> </ul>
<b>Objective 6</b>	<b>Stock management of the pharmacy (drugs and medical supplies</b>
Tasks & responsibilities	<ul style="list-style-type: none"> <li>• Responsible for the in and out book keeping (stock reporting) of all drugs and medical supplies used for beneficiaries</li> <li>• Responsible to ensure that the medical supply is sufficient and that the pharmacy is well maintained and protected</li> <li>• Responsible to order more drugs and supplies as needed to the line manager</li> <li>• Responsible to oversee the transport of drugs</li> <li>• Ensure that all medicines are properly used, maintained and well stored</li> </ul>
<b>Objective 7</b>	<b>Reporting</b>
Tasks & responsibilities	<ul style="list-style-type: none"> <li>• Keep tracking of all accomplished activities in the SC and support the Medical-Officer in monthly report write-up</li> <li>• Prepare the monthly consumption report for Food and Non Food Items</li> <li>• Weekly/monthly pharmacy stock report</li> <li>• Weekly/monthly morbidity report</li> </ul>

## POSITION REQUIREMENTS

### QUALIFICATIONS

- Three years course in enrolled comprehensive nursing.
- At least two years working experience as Nurse
- Health related certificate.

### SKILLS & EXPERIENCE

#### ESSENTIAL

- Sufficient knowledge of anthropometric measurements and statistics.
- Knowledge of the local context & can easily communicated with the local language
- Good communication skills and ability to influence the community.
- Organization skills are necessary.

<b>PREFERRED</b>	<ul style="list-style-type: none"> <li>• Clear understanding of Team Work.</li> <li>• Flexible personality and negotiation skills.</li> <li>• Willing to work under high case-load of beneficiaries.</li> <li>• Experience with ACF-USA nutrition activities.</li> </ul>

To apply send your application with CV, cover letter and three professional references to [recruitment.ssd@acf-international.org](mailto:recruitment.ssd@acf-international.org) specifying "SC Nurse" - **Maluakon** in the title of your email, **scanned attachments as one document**, or deliver your application to: Action Against Hunger Office at Hai Cinema next to Bari church, Juba Town.

The deadline for applications is 27<sup>th</sup> June 2017 at 5:30 pm. Note due to urgency of the position we will be reviewing the applications as they come and interviews may be done before the closing date. Female Candidate are highly encouraged to apply.

**Note: Applications submitted are non-returnable**

