



COMMUNITY SOCIAL AND ECONOMIC DEVELOPMENT AGENCY

Acacia Road, Gudele, Telephone: +211926433637 Juba, South Sudan



Community Social and Economic Development Agency (COSEDA) is a reputable organization dedicated to promoting sustainable development and improving the social and economic well-being of communities. With a focus on the African continent, COSEDA partners with governments, Civil Society Organizations, UN agencies and relevant stakeholders to implement effective programs and projects.

Our Vision

To create a self-reliant and empowered community in South Sudan, where local resources are optimally utilized to drive economic growth and improve the overall well-being of its residents.

Our Mission

COSEDA's mission is to empower communities by providing them with the necessary tools, resources, and knowledge to drive their social and economic development. By fostering partnerships and leveraging local insights, COSEDA aims to create lasting positive change and improve the lives of individuals and communities.

Please Note:

- (i) Applicants should provide all the details requested for in the advertisement. It is an offence to include fraudulent information in the application or present fake certificates/documents.
- (ii) Only shortlisted and successful candidates will be contacted.
- (iii) Canvassing in any form will lead to automatic disqualification.
- (iv) COSEDA is committed to implementing the provisions of the Constitution on fair competition and merit, representation of Sudanese diverse communities and affording equal employment opportunities to men and women, members of all ethnic groups and persons with disabilities. **Therefore, people with disabilities, marginalized communities and minorities are encouraged to apply.**
- (v) Shortlisted candidates shall be required to produce originals of their National Identity Card, passport, academic and professional certificates and transcripts during interviews.

COSEDA is an equal opportunity employer and encourages candidates from all backgrounds to apply. We are committed to fostering a diverse, equitable, and inclusive workplace where everyone feels a sense of belonging.

We look forward to receiving your application and discussing how you can contribute to our mission of empowering communities in South Sudan. COSEDA is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults and expects all staff to share this commitment.

COSEDA's Employment policy does not tolerate any form of sexual Exploitation and Abuse. All potential candidates will be subjected to rigorous background checks and controls in an effort to Prevent Sexual Exploitation and Abuse misconduct

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County Health Coordinator

Reporting to: Program Director/HSTP Project Manager

Physical Location: Pigi County

Job summary

The County Health Coordinator is responsible for the on-the-ground implementation of project plans as outlined by the Program Director/HSTP Project Manager while co-locating with the county Health Department Director. This includes coordinating field activities, managing field staff (MEAL officer, Medical logistician, BHI officer and any other staff who would be deployed to the field) and volunteers, ensuring compliance with project timelines and budgets, and engaging with community stakeholders. The County Health Coordinator will play a critical role in translating project objectives into tangible outcomes and ensuring that all activities are executed efficiently and effectively.

Duties and Responsibilities

- **Field Operations Management**
 - Coordinate and oversee daily field activities to ensure adherence to the project plan.
 - Supervise and support field staff and volunteers, providing guidance and resolving any issues that arise on-site.
 - As the primary custodian of all COSEDA assets, ensure all assets are safe and active inventory maintained.
 - Take lead in all emerging health issues within the county that fall within the purview of health.
- **Community Engagement**
 - Engage with community members and local leaders to foster COSEDA acceptance in the area of operation, strong relationships.
 - ensure community participation and support for project activities.
 - Address community concerns and feedback, adjusting project activities as necessary to meet prevailing community needs.
- **Monitoring and Reporting**
 - Monitor the progress of field activities against the project plan, identifying and addressing any deviations or delays.
 - Share input for proposal development and areas that may need interventions.
 - Collect and analyze data from the field to track project performance and outcomes.
 - Prepare regular reports on field activities, progress, and challenges for the Project Manager.
- **Resource Management**
 - Manage the allocation and use of resources in the field, ensuring that materials and equipment are used efficiently.
 - Ensure compliance with project budgets and financial guidelines in the execution of field activities.
 - Keep track of the field activities cost and reports.
- **Quality Assurance**
 - Implement quality assurance processes to ensure that field activities meet project standards and objectives.
 - Conduct regular inspections and assessments of field activities to identify areas for improvement.
 - Participate in joint supportive Supervision with CHD, CTG and UNICEF teams while utilizing QSC Checklist.
 - Ensure all action points from joint supportive supervision are followed up and implemented.
 - Ensure utilization, delivery and storage of all pharmaceutical supplies are in keeping with MOH and WHO Aware guidelines.





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- **Risk Management**

- Identify potential risks and challenges in the field and develop strategies to mitigate them.
- Ensure that all field activities comply with organizational policies, safety standards, and regulatory requirements.

- **Capacity Building**

- Provide training and capacity-building support to field staff and volunteers to enhance their skills and performance.
- Foster a collaborative and motivated work environment within the field team.

- **Representation**

- As the County Health coordinator, you're the face of the organization in Jonglei state, Pigi County. You're expected to represent COSEDA in all forums associated primarily with health activities within the county and state.
- Delegation of representation should be done officially on email documenting the role of the representative in the activity delegated.
- Ensure all meeting minutes and action points are documented and follow up plan shared.

Qualifications

1. Education - Bachelor's degree in Health-related field is mandatory preferably Medicine.
2. Experience: Minimum of five years of experience in project management within humanitarian aid work. Experience managing multiple projects across a number of grants in a complex and dynamic country context is an added advantage.
3. Nationality; South Sudanese.
4. Skills:
 - Strong leadership and interpersonal skills.
 - Excellent problem-solving and decision-making abilities.
 - Proficient in health project management tools and methodologies.
 - Able to analyze and interpret data and track program performance against program indicators.
 - Possess excellent facilitation skills.
 - Ability to effectively present information and respond appropriately to questions from various stakeholders (i.e.: senior managers, counterparts, senior government and rebel leaders and other related regional players).
 - Language: Fluency in English and local language/s.



Code of Conduct

As applicant to this position, an individual must promote and encourage a culture of compliance and ethics throughout the organization and maintain a clear understanding of COSEDA and donor compliance and ethics standards and adheres to those standards. Staff is also responsible for preventing violations to our Code of Conduct and Ethics, which may involve Conflicts of Interest, Fraud, Corruption or Harassment. If you see, hear or are made aware of any violations to the Code of Conduct and Ethics or Safeguarding Policy, you have an obligation to report. If this is a supervisory position, one must set an example of ethical behavior through one's own conduct and oversight of the

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work of others; ensure that those who report to you have sufficient knowledge and resources to follow the standards outlined in the Code of Conduct & Ethics; monitor compliance of the people you supervise; enforce the Code of Conduct & Ethics and COSEDA policies.

Safeguarding

It is all staff shared responsibility and obligation to safeguard and protect populations with whom we work, including adults who may be particularly vulnerable and children. This includes safeguarding from the following conduct by our staff or partners: sexual exploitation and abuse; exploitation, neglect, or abuse of children, adults at risk and any form of trafficking in persons.

Misconduct Disclosure Scheme

All offers of employment at COSEDA are subject to satisfactory references and background checks. By submitting an application, the job applicant confirms his/her understanding of these recruitment procedures.

Applications are invited from qualified persons for the positions shown below.

Interested and qualified persons are requested to make their applications **ONLINE** through the organizations official email hr@coseda.co

Applications (resume and cover letter) should reach COSEDA on or **BEFORE July 3rd 2025 by 5.00 pm (CAT)**. All applications must quote the vacancy number and position on the subject line. Note: Positions will be filled on a rolling basis.

