



JOB ADVERTISEMENT

VACCINATION PROGRAM COORDINATOR (1 Post)

VACANCY REF NO. VACCINATION PROGRAM COORDINATOR (MAL1124178)



Organisational background

Established in 2003, Malaria Consortium is one of the world's leading non-profit organisations specialising in the comprehensive prevention, control, and treatment of malaria and other communicable diseases among vulnerable and under privileged populations. Malaria Consortium work on malaria is being increasingly integrated with other similar public health interventions for greater impact and therefore expanding our remit to include maternal, new-born and child health and neglected tropical disease interventions.

We work in Africa and Asia with communities, governments, academic institutions, and local and international organisations, to ensure effective delivery of services, which are supported by strong evidence.

Our areas of expertise include:

- disease prevention, diagnosis, and treatment
- disease control and elimination
- systems strengthening
- research, monitoring and evaluation leading to best practice.
- behaviour change communication.
- national and international advocacy and policy development

Country and project background

Malaria Consortium began its activities in South Sudan in 2005, its main office is in Juba and sub offices in Aweil, Northern Bahr El Ghazel. Its programme areas include the Boma Health Initiative, Nutrition for children under five years, Health systems management, and LLIN mass distribution. Malaria Consortium in South Sudan work with the Ministry of Health ((MOH) at the National and State level on policy and guideline development.

The current programs in South Sudan are the Seasonal Malaria Chemoprevention (SMC) funded by LiveWell and the Health Sector Transformation Project (HSTP) funded by the Government of South Sudan and other donors through UNICEF.

The goal of the HSTP Project is to have an Improved health and nutrition status for the population that saves lives and reduces morbidity (including maternal, infant and under-5 mortality). The project is intended to contribute to the strengthens table health system and management of the health system and increase health system resources for an improved health sector through; Enhanced delivery of integrated health services through a network of health facilities., Expanded Community health services for the prevention and treatment of common conditions based upon the Boma Health Initiative Guidelines, Strengthened management of the Supply Chain for essential drugs and commodities and a Stable health systems that are responsive.

Seasonal Malaria Chemoprevention (SMC) aims at reducing morbidity and mortality in children under the age of 5 years through the intermittent administration of antimalarial medicines to healthy children aged between 3-59 months to prevent malaria infections caused by Plasmodium falciparum in areas where malaria morbidity and mortality is high and malaria transmission is seasonal.

Malaria Consortium Seeks to Recruit: -



Job Title: Vaccination Program Coordinator.
Location: Upper Nile, Jonglei, Juba.
Department: Program
Reports To: County Technical Coordinator
Direct Reports: Field Assistants and M&E Assistants
Indirect Reports: None
Travel involved: 50%
Contract Period: 12 months.
Closing date: Closing Date 13th August 2025 at 5:30 PM

Job purpose

The Vaccination Program Coordinator will oversee the planning, coordination, and monitoring of immunization activities under the GiveWell Zero Dose Project, ensuring effective implementation, stakeholder collaboration, and compliance with technical and financial requirements to improve vaccine coverage in targeted counties.

Scope of work

The Vaccination Program Coordinator will manage field assistants, M&E assistants and will work closely with county health departments and state ministry of health to achieve all project targets.

Key working relationships

Internal: Interacts with; Program staff.

External: Relates with the County Medical Officer, M&E Officer of County Health department, BHI supervisors.

Key accountabilities

The successful candidate will be responsible for the following duties:

Key accountabilities

1. Technical (40%)

- Provide expert guidance on vaccination strategies, protocols, and best practices.
- Support the development and implementation of vaccination plans in collaboration with project teams and partners.
- Offer technical assistance to healthcare workers during vaccination campaigns.
- Ensure proper storage, handling, and distribution of vaccines and related supplies.
- Monitor cold chain systems and troubleshoot technical issues related to vaccine logistics.
- Conduct training sessions for healthcare workers on immunization procedures and safety.
- Ensure adherence to national and international immunization standards.

2. Coordination and General Project Management (25%)

- Lead the planning, implementation, and monitoring of vaccination activities across project counties.
- Coordinate with internal teams (M&E, senior management, other project teams) and external stakeholders (government, NGOs, community leaders).
- Oversee the execution of vaccination campaigns, ensuring timely delivery and quality implementation.
- Facilitate regular coordination meetings with partners and stakeholders to align project goals and progress.
- Manage project timelines, deliverables, and ensure alignment with donor expectations.
- Supervise field teams and ensure effective communication and task delegation.
- Represent the project in relevant forums, meetings, and conferences.



3. Reporting (20%)

- Prepare and submit timely and accurate reports on vaccination activities, progress, and challenges.
- Compile data from field teams and partners for analysis and reporting.
- Collaborate with the M&E team to ensure data quality and use of findings for decision-making.
- Draft donor reports, including narrative and financial components, in compliance with donor requirements.
- Maintain documentation of project activities, lessons learned, and success stories.

4. Coordination Functions and Budget Management (15%)

- Track project expenditures and ensure alignment with the approved budget.
- Prepare financial reports and forecasts in collaboration with the finance team.
- Ensure compliance with donor financial guidelines and internal financial policies.
- Monitor budget utilization and recommend adjustments as needed.
- Support resource mobilization and proposal development for project scale-up.

Person Specification

Qualifications and Experience:

- A bachelor's degree in public health, Nursing, Medicine, Health Sciences, or a related field is essential. A master's degree in public health (MPH), or a related discipline is highly desirable.
- At least 5 years of experience in managing public health programs, particularly in immunization or vaccination campaigns.
- Demonstrated experience in project coordination, stakeholder engagement, and team leadership.
- Strong knowledge of immunization practices, cold chain logistics, health systems strengthening, and monitoring and evaluation frameworks.
- Experience working with NGOs and international organizations.
- Working knowledge of Arabic language.
- Excellent communication, organizational, and report-writing skills.
- Proficiency in budget management.
- The ability to work effectively with diverse teams and stakeholders in challenging environments.
- Demonstrated ability to work both independently and as part of a team.

Application Submission Criteria:

To Apply please visit our website and apply online and submit the Application letter and CV.

www.malariaconsortium.org vacancy page Or Drop to Malaria Consortium Office in Juba.

This Position is open to only Qualified South Sudanese. Female candidates are encouraged to apply.

We appreciate your application; however, only short-listed candidates will be contacted. If you have not been contacted within two weeks of the closing date, we regret that your application has been unsuccessful. Please continue, however, to periodically review our website for other suitable opportunities. Thank you for your interest in Malaria Consortium.

We need to keep beneficiaries safe, so our selection process reflects our commitment to safeguarding. Malaria Consortium has a zero-tolerance approach to Abuse and exploitation of children and vulnerable Adults both within and outside the workplace.

Applicants are therefore required to read Malaria Consortium safeguarding policy and the code of Conduct before applying for this role. This is attached to the advert online.

