

JOB ADVERTISEMENT

POSITION: PHC/RH/BHI Officer,
LOCATION: Duk Field Office
STARTING DATE: ASAP



Tearfund is a Christian international relief and development agency working globally to end poverty and injustice, and to restore dignity and hope in some of the world's poorest communities.

Our vision is to see all people freed from poverty, living transformed lives and reaching their God –given potential by:

- Envisioning churches to embrace their calling to address poverty and injustice
- Developing communities and building resilience, sustainably and holistically
- Changing unjust policies and practices to deliver justice for poor communities
- Enabling communities affected by disaster and conflict to recover quickly and be better equipped to face future hazards.

We are committed to developing experts who are inspired, resourceful, courageous, compassionate and equipped. If you are interested in working with us, take time to look around our website and discover more about our unique organisation.

Tearfund South Sudan Programme is looking for a suitable South Sudanese candidate to fill in the position of **PHC/RH/BHI Officer** to be based in **Duk Field Office**.

JOB OVERVIEW

The job holder will primarily contribute to the successful implementation of Health sector transformation project (HSTP) - in Bor South, Duk and Twic East Counties, Lot 9 funded by MDTF/World Bank through UNICEF and led by the National Ministry of Health (MoH), Republic of South Sudan. The functions of the PHC/RH/BHI Officers shall include developing and implementing capacity building in the areas of primary health care (PHC), reproductive health (RH) and Boma Health Initiative (BHI) across Twic East, Duk and Bor South Counties. The PHC/RH/BHI Officers will also provide technical support in all aspects of PHC/RH/BHI across the three Counties in Lot 9.

1. POSITION IN ORGANISATION

- Grade: 5
- Reports to: Project Manager with a dotted reporting line and liaises closely with the Health & Nutrition Manager and Area Coordinator.
- Works with field team staff to monitor the quality and status of the implementation of integrated programme wide objectives articulated in the project proposal.

2. ORGANISATIONAL REQUIREMENTS

- The post-holder will, at all times, carry out their responsibilities with the utmost respect for the protection of children in accordance with Tearfund's Child Protection Policy.



- The post-holder will be required to actively participate in the spiritual life of Tearfund in the following ways:
 - To model Godly leadership in all aspects of character and conduct.
 - To lead or contribute in Christian worship, prayer, teaching and biblical reflections during collective staff prayer times and encourage staff to attend as is appropriate.
 - To be committed to and share in the outworking of Tearfund's Mission, Purpose, Values and Beliefs statement.
 - To actively work and live in accordance with Tearfund's Statement of Faith and Tearfund's Christian ethos.
 - To pursue and maintain a Christian faith through ongoing personal spiritual development and a relationship with God.
- The post-holder will be expected to behave in accordance with Tearfund's 'Code of Conduct' as referred to in the Personal Conduct Policy.
- Ensuring staff familiarity with Tearfund's mandate, values, Quality Standards, policies and programme objectives and their individual responsibilities in upholding these standards and policies.



PART-1 KEY RESPONSIBILITIES

PROJECT IMPLEMENTATION

Effective implementation;

- Ensure that the PHC/RH/BHI programme is utilising the standard protocols, policies and guidelines as stipulated by the National Ministry of Health (MoH) and WHO.
- Collect timely reports from all the implementation sites, compile and integrate into the reporting system with the County M&E officer.
- Train BHW supervisors and BHW as well as developing mobilisation campaign design and manage implementation strategy at community level.
- Ensure regular and direct communication lines with all the BHWs and BHW supervisors.
- Ensures rational prescription of drugs.
- Ensures that medical supplies and pharmaceuticals are replenished in a timely manner with zero stock outs.
- Lead the process of BHW selection through community mobilisation process BHW supervisors and community leaders.
- Support creation/revitalization of existing groups to assist in the selection and support of BHW and provide effective and evidence-based community sensitization around community case management.
- Support referral network and collaboration between BHI and facility-based care providers.
- Develop and implement plans for BHW education sessions for identification of illness signs at home and early care seeking.
- Support training plans and coordinate approval of budgets, management and liquidation of advances for trainings, and attend and assist trainings on a periodic basis, particularly early trainings in the County.
- Under guidance of the project manager and CHD BHI officer, collaborate with the project team and Tearfund M&E, Health and Nutrition Manager to design and implement plans for monitoring and evaluating the impact of community case management interventions.

Management and Coordination

- Oversee the technical aspects of the implementation and coordination of the PHC/RH/BHI programme.
- Engage community leaders and facilitate regular meetings with the CHD, IPs, health care workers and BHWs to update on the progress of the project activities.
- Coordinate day-to-day RH and PHC activities at the County level.
- Collaborate with the relevant CHD and Tearfund staff, including facility-based trainers and local authorities.

Capacity building

- Provide on job training and guidance to the field teams in diagnosis, physical examinations, accurate prescription and timely referrals to the health facility when necessary.
- Provide managerial, technical, logistical leadership and direction to Tearfund's PHC/RH/BHI programme in Lot 9.



Monitoring and Reporting

- Support the field teams by monitoring clear reporting structures and ensure BHWs have adequate supplies with zero stock outs.
- Ensure that all BHWs and supervisors staff adhere to the standard operating procedures in all aspects of project implementation.
- Support monthly report writing on project activities, ensure accurate data collection, compilation, and analysis and reporting according to the standard schedules set by the CHD.
- Contribute to the development of improved supervision checklists, tools, and processes as well as train relevant staff on monitoring tools.
- Develop logistics management plan including pharmaceuticals and medical supplies projections, ordering, receiving, storage and timely distribution to the BHWs in the Bomas.

EXTERNAL REPRESENTATION

- Build positive working relationships with local communities, Local government line ministries department, local churches, and other NGO representatives.
- Engage with local communities and community leaders to encourage local ownership of the programme, soliciting feedback and resolving issues together.

CORPORATE POLICIES, MANAGEMENT SYSTEMS and PROCEDURES

- Contribute towards the promotion and adherence to Tearfund's Purpose, Basis of Faith, Core Values and Operating Principles.
- Undertake all activities in accordance with internal management systems, operating procedures and policies, and monitor field-based work to maintain compliance.

PERSONNEL MANAGEMENT

- Promote the conditions for effective teamwork and commitment to Tearfund values and operating principles.
- Ensure that staff respect gender equality and local culture in a sensitive way.
- Where appropriate provide pastoral support to members of the team

GOOD PRACTICE AND INSTITUTIONAL LEARNING

- Ensure that activities are carried out in accordance with signatory codes of conduct and accepted good practice, and are compliant with legal, contractual and statutory requirements.
- Assist the Project Managers/Area Coordinators/Advisors to identify key lessons learnt from project reviews and evaluations.
- Encourage learning from sector staff and identify case study themes / issues from project experience for analysis, dialogue and possible formulation into emerging best practice and policy.

SPIRITUAL LEADERSHIP

- Support staff's spiritual well-being and encourage adherence to Tearfund's Christian distinctiveness.
- Lead and participate in spiritual sessions of worship, prayer, teaching and reflection and be committed to the outworking of Tearfund's Missions, Values and Beliefs Statement.
- Participate in spiritual sessions of worship, prayer, teaching and reflection and be committed to the outworking of Tearfund's Missions, Values and Beliefs Statement.
- Responsible for maintaining your own spiritual development.
- Be committed to actively working and living in accordance with Tearfund's evangelical Christian beliefs.

Other Information

- Tearfund seeks, as an organisation, to be committed to Christ in all we are and all we do.
- Staff members need to be committed to Tearfund's ethos of professional excellence and spiritual passion.



- It is important that we are committed to relationships by following biblical principles and showing integrity in our dealings with each other.
- We seek as an organisation to be obedient to biblical teaching and evaluate our work and attitudes in line with biblical principles.
- An essential part of our working life is praying together as an organisation and as teams on a regular basis.



PART 2 – PERSON SPECIFICATION

JOB TITLE: PHC/RH/BHI Officer,

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"> ● A Bachelor Degree/Diploma in Nursing, Midwifery/Clinical Medicine or Public Health. 	<ul style="list-style-type: none"> ● Master's in Public Health.
EXPERIENCE	<ul style="list-style-type: none"> ● Having experience of at least 2-3 years working in PHC settings, reproductive health and BHI. ● Ability to participate in data collection and report generation. ● Ability to fill up and monitor and report formats based on observations. 	<ul style="list-style-type: none"> ● Experience working with NGOs ● Flexible to work in field and travel for long hours for case work and in line with the HSTP projects requirements. ● Experience working in humanitarian response. ● Experience in M&E and conducting assessments.
SKILLS/ ABILITIES	<ul style="list-style-type: none"> ● Good oral and written reporting skills in English. ● Excellent communication, report writing skills and facilitation skills ● Ability to manage staff in a consultative and supportive manner ● Knowledge in Ms-word and Excel ● Ability to take command of a situation and make decisions 	<ul style="list-style-type: none"> ● Ability to speak Juba Arabic
PERSONAL QUALITIES	<ul style="list-style-type: none"> ● Be trustworthy and responsible ● Willing to work under minimum supervision ● Committed Christian ● A committed and flexible team player. ● Cross cultural understanding / sensitivity ● Well-developed interpersonal and team skills and ability to be flexible in demanding situations. ● Willingness to travel and operate in basic conditions. 	<ul style="list-style-type: none"> ● Patient & tolerant ● People person – can present the 'caring face' of the programme
OTHER COMMENTS: <ul style="list-style-type: none"> ● All roles require a DBS/Police check ● Tearfund is a member of the SCHR Misconduct Disclosure Scheme ● Personal identification information will be submitted against a Watch list database to check against criminal convictions as a counter-terror measure 		

How to Apply:

If you are the candidate we are looking for, please submit your CV and cover letter **only in English** as well as Tearfund application form- find attached with the advert, Located in **ECSS Compound, Hai Jerusalem** or Any Tearfund Field Offices detailing your experience for the post and include your daytime telephone contact.



Applications online can be submitted through <https://www.tearfund.org> the subject matter of your email should be the title of the job you are applying for.

Closing date for receiving applications is **29th July 2024 at 5:00pm.**

NB:

- Applications once received are not returnable
- Female Candidates are encouraged to Apply
- Due to the urgency of the position, applications submitted will be shortlisted on a rolling basis, should there be suitable candidates, and the position may be filled before the deadline for applications.
- Only short-listed candidates will be notified.

