IMA WORLD HEALTH

VACANCY ADVERTISEMENT

POSITION DESCRIPTION

POSITION TITLE:	Maternal and Neonatal Assistant health officer – (Non relocatable) 1
PROJECT:	South Sudan Humanitarian Fund (SSHF) Health Project
LOCATION:	Kapoeta South County
DEPARTMENT:	Program
REPORTS TO:	**Health Officer**

Organizational background

Interchurch Medical Assistance, Inc. (d/b/a IMA World Health) is a nonprofit organization dedicated to implementing health care programs in developing countries. Highly motivated and dedicated employees, committed to the mission, vision, goals and objectives of IMA World Health (IMA), make the accomplishment of its mission possible. Accordingly, IMA recognizes that its employees are responsible for its accomplishments and provide the foundation for continued future service to those in need. IMA is a donor-funded organization; therefore, terms and conditions of employment are subject to available project/program funding. An awareness of IMA's purpose and goals will enable employees to benefit from their employment, share a common purpose, and more effectively meet their work responsibilities.

Position Description

The Maternal and Neonatal Assistant health officer will support the implementation and strengthening of maternal, newborn, and reproductive health services under the South Sudan Humanitarian Fund (SSHF) Health Project in Kapoeta North and South Counties. Working under the direct supervision of the Health Officer, the position will support mobile outreach teams, health facilities, and community structures to improve access to quality maternal and newborn health services for vulnerable and hard-to-reach populations.

The Maternal and Neonatal Assistant health officer will support antenatal care (ANC), postnatal care (PNC), health education, referral systems, safe motherhood initiatives, essential newborn care, birth preparedness, and reproductive health interventions. The position will also work closely with community structures and health workers to strengthen maternal and neonatal health outcomes, promote facility-based deliveries, and improve community awareness of maternal and newborn health issues.

Responsibilities

Maternal and Newborn Health Service Support

- Support implementation of maternal, newborn, child health, and reproductive health activities in supported health facilities and outreach sites.

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- Assist healthcare providers in delivering Antenatal Care (ANC), Postnatal Care (PNC), family planning, and newborn care services.
- Promote early ANC attendance and completion of recommended ANC visits.
- Support provision of birth preparedness and complication readiness counselling to pregnant women and families.
- Promote facility-based deliveries and skilled birth attendance.
- Support identification and referral of high-risk pregnancies and obstetric emergencies.
- Promote Essential Newborn Care (ENC) practices and newborn follow-up services.

Community Engagement and Health Promotion

- Conduct community awareness sessions on maternal health, newborn care, breastfeeding, danger signs during pregnancy, and postnatal care.
- Mobilize pregnant women and mothers to attend health services and outreach clinics.
- Collaborate with community leaders, women's groups, traditional birth attendants, and community health workers to improve maternal and neonatal health-seeking behaviours.
- Promote male involvement in maternal and newborn healthcare.
- Support behaviour change communication activities related to maternal and child health.

Technical Support and Quality Improvement

- Support implementation of Ministry of Health maternal and newborn health guidelines and standards.
- Participate in routine supportive supervision visits to health facilities and outreach sites.
- Assist in monitoring quality of maternal and neonatal healthcare services.
- Support implementation of Quality Improvement initiatives for maternal and newborn services.
- Participate in maternal and perinatal death surveillance and response activities where applicable.
- Support infection prevention and control measures in service delivery points.

Monitoring, Evaluation, Accountability and Learning (MEAL)

- Collect, compile, and report maternal and newborn health service data using approved reporting tools.
- Support tracking of key maternal and neonatal health indicators.
- Verify completeness and accuracy of facility registers and reporting forms.
- Participate in health assessments, surveys, supervision visits, and data quality audits.
- Document lessons learned, case studies, and success stories related to maternal and neonatal health interventions.
- Support community feedback and accountability mechanisms.

Referral and Follow-up Systems

- Support establishment and strengthening of referral pathways for maternal and newborn emergencies.
- Track referrals and follow-up outcomes in collaboration with health facilities and community health workers.
- Coordinate community follow-up visits for pregnant women and postnatal mothers.
- Ensure timely referral of complicated pregnancies and newborn illnesses to higher-level facilities.

Coordination and Stakeholder Engagement

- Work closely with County Health Department staff, health facility personnel, community health workers, and mobile outreach teams.
- Participate in community health meetings and project review meetings as assigned.
- Support coordination of maternal and neonatal health activities with nutrition, immunization, WASH, and protection sectors.
- Maintain positive relationships with local authorities and community structures.

Safeguarding and Compliance

- Ensure all activities are implemented in accordance with safeguarding and PSEA principles.
- Promote confidentiality, dignity, and respect for all beneficiaries.
- Adhere to organizational policies, donor requirements, and Ministry of Health guidelines.
- Report safeguarding concerns through appropriate reporting mechanisms.

Supervisory:

- This position reports to health officer

Education & Experience:

- Diploma in Midwifery, Nursing, Clinical Medicine, or a related health discipline.
- Minimum of two (2) years of experience in maternal, newborn, reproductive health, or primary healthcare programming.
- Experience working in humanitarian, emergency, or community-based health programs is desirable.
- Knowledge of maternal and newborn health standards, reproductive health interventions, and referral systems.
- Experience conducting community mobilization and health education activities.
- Ability to collect, analyse, and report health data accurately.

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- Good interpersonal, communication, and teamwork skills.
- Ability to work independently in remote field settings.
- Fluency in written and spoken English.
- Knowledge of local languages spoken in Kapoeta North and South is an added advantage.

Knowledge, Skills and Abilities:

- Knowledge of international development, including humanitarian standards and best practices, economic development/livelihoods, and health.
- Ability to communicate effectively and credibly, both verbally and in writing.
- Proficiency in Office 365 applications including Word, Excel, SharePoint, and PowerPoint.
- Ability to work effectively both independently and as part of a team.
- Ability to implement and manage project and collaborate across multiple teams.

Physical and Mental Requirements:

- The physical requirements that may be needed to execute responsibilities may include bending, standing, and walking, etc.
- The mental requirements that are essential to satisfactorily executing the responsibilities outlined in this job description include, but are not limited to: learning new tasks, comprehending, and retaining information, completing tasks independently, effectively communicating verbally and in writing, demonstrating proficiency in using computer software to perform assigned tasks.

Other Duties:

Perform any other duties assigned by the health officer that are consistent with the nature of the position and contribute to the achievement of project objectives.

Working Conditions, Travel and Environment:

- IMA, has a in-person work policy, "with all employees reporting to the office Monday through Friday"; 5 days/ 40 hours a week minimum in the office is required. The employee must be available to work outside normal office hours or on the weekends as required.
- This position must be able to travel as required for standard domestic and international business purposes. While performing the duties of this job in different locations, the employee may be exposed to precarious settings under high-security risks and/or very basic living conditions and outside weather conditions, as well as to infectious diseases.
- If applicable, must have authorization to work in the country of assignment.

As a member of the Corus Family, each employee is expected to:

- Foster a work environment where everyone feels valued and included.
- Support employees' evaluation and promotion processes based on skills and performance.
- Promote a safe, secure, and respectful environment for all members of Corus family, stakeholders in general, and particularly for the communities we serve.
- Follow Corus Code of Conduct helping to prevent any type of abuse including workplace harassment, sexual abuse and exploitation, and trafficking in persons.
- Adhere to the Organizational Core Values.

APPLICATION INSTRUCTIONS:

Interested candidates who meet the above conditions should forward their CV and covering letter (which should include the contact details for at least three professional references from previous employers to the Human Resource Office IMA World Health through e-mail jubahr@imaworldhealth.org, or applicants may submit their applications by hand to the CHD Office in Kapoeta South County.

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. Deadline for submission is **Thursday November 19, 2026, by 5 pm South Sudan Local time.**

Application documents once deposited will not be returned to applicants. Applicants are advised not to include any original documents in their application. IMA World Health will not be held responsible for the loss of such documents.

IMA World Health prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, age, national origin, disability status, protected veteran status, or any other characteristic protected by US or International law.

Open to South Sudanese nationals only

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