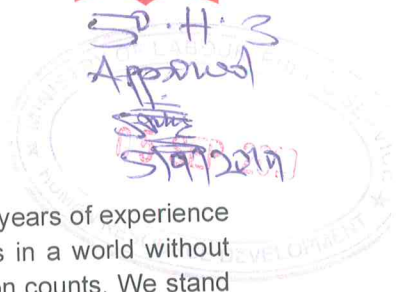




Approved
06/09/2019

Vacancy notice

Advert opens 4th September 2019



Introduction

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. We also stand for professionalism, expertise and solidarity across borders, to make a difference where it is most needed. Together with more than 600 partner organizations in Africa, Asia, the Middle East and Latin America we structurally improve the living conditions of the poorest and most excluded populations - the bottom billion.

Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity-building. Currently it has programs in the area of Emergency Response, DRR, Health, Food Security, Security & Justice, Women Leadership and Investments.

Presently, Cordaid is expanding its program in different parts of the country. For that purpose, additional capacity is required. Therefore, Cordaid South Sudan would like to recruit for the position of **Psychiatric Clinical Officer** below.

Position: Psychiatric Clinical Officer

Based Location: Nimule

Number of positions: One (1)

Reporting Lines: The Psychiatric Clinical Officer reports to the Project Coordinator

Purpose of the position

The Psychiatric Clinical Officer will be responsible for analyzing a patient's mental health status and providing the necessary treatment. He or She may admit patients to hospitals, order tests, prescribe medication or recommend therapy. Additionally, he/she should hold regular discussions with patients to diagnose mental disorders or assess a patient's response to treatment. Psychiatric Clinical Officer shall evaluate, diagnose and treat patients with mental disorders. He or she should run special mental health clinics.



Key accountabilities and Responsibilities

- Is the reference person for psychiatric problems within the health facility?
- When applicable train other medical staff in psychiatry related issues
- Doing a community mental health assessment
- Planning a mental health strategy
- Managing mental healthcare for an entire hospital/project
- Providing care for victims of sexual violence
- Supporting groups of displaced people
- Identifying and managing protection issues
- Treat and manage patients.
- Participate in planning, budgeting, coordinating, monitoring and evaluating clinical work.
- Refer complicated cases.
- Conduct health education to patients.
- Ensure quality assurance in clinical work.
- Initiate and participate in research activities.
- Impart knowledge and skills to the staff and students.
- Manage and account for allocated resources.
- Promote observance of the professional Codes of Conduct and Ethics by staff under him/her.
- Perform additional tasks/duties given by supervisor that is related to his/her competencies from time to time
- In collaboration with the Physician, medical doctors responsible performs psychiatric consultations of new cases and re attendances providing appointments, accordingly, ensuring proper diagnosis and rational/appropriate treatment is given accordingly
- Performs regularly home visits with the COAs ensuring that the patients are followed up properly in the community to take their medication and to understand their home environment
- Does ward round consultations in collaboration with the Physician responsible and nursing team leader discussing therapeutic orientations with the department supervisor/manager, renewing prescriptions and ensuring they are followed and systematically evaluating patients' symptoms to adapt prescriptions and/or therapies for their relief
- Ensure the correct administration of medications, including injections, during the admission period and monitor the results of treatment, reporting to the department supervisor/manager. Contribute to support the patients daily in improving their self-sufficiency during ward admissions, assisting them in understanding the nature of the psychiatric disorder and accepting the need for treatment, encourage patients to participate in motivational intervention/psycho-educative/rehabilitative activities in collaboration with mental health team and clinical officers, managing unstable and acute patients, applying 'de-escalation' techniques when needed
- Provide information to patients and their family/caregivers regarding pharmacological treatment, adherence and patient's mental health illness
- In collaboration with other medical team members monitors actively patient's condition, taking active measures to avoid harming to themselves or others, participating in the handover reports of the shift in collaboration with In-Patient Department (IPD) nurses and clinical officers and checking on patient appetite and food/drink intake on spot
- Always implement and follow hygiene rules, procedures and protocols, as well as look after the integrity of medical material and other equipment, in order to ensure the safety and protection of patients and other staff
- Carry out administrative procedures and documents (fill in of patients' files, forms, statistics, database, etc.), in order to have updated and correct information about the day-to-day activities
- Participate in data collection and reporting of the activities
- Ensure that raw data reports are prepared and submitted on a timely manner to Data Officer for compilation
- Participate in writing timely and accurate monthly and quarterly reports ensuring the input of all departmental staff concerned
- Participate in monitoring and evaluation of departmental activities



Qualifications and skills

- A Diploma in Mental Health from a recognized Institution
- Must have served for at least three (3) years as a Psychiatric Clinical Officer
- Good communication, interpersonal and team building skills.
- Experience working in the field of HIV/AIDS, Post-Traumatic Stress Disorder (PTSD), sexual violence, Tuberculosis (TB) care
- Experience in managing and training mental health workers
- Experience in the clinical supervision of others and treating trauma related problems
- Experience with emergency mental health/crisis interventions
- Able to work well as a part of a multi-cultural and multi-disciplinary team
- Willing to work in unstable areas and ability to cope in a difficult and unpredictable environment
- Applicant should have demonstratable qualities of leadership and integrity

Further information and how to apply

Interested and qualifying applicants can submit their application letter including CV in English, copies of birth certificate, National ID and qualification documents, both phone and email contact details of at least 4 professional references, including most recent/current employer/supervisor to the following email hr.southsudan@cordaid.org

Mention the vacancy reference number position in the subject line on the envelopes.
e.g. CSS01/09/19 Psychiatric Clinical Officer –Nimule

or

Applications can also be hand dropped at Cordaid Juba office and Cordaid Nimule field office to the attention of the **Human Resource and Administration Manager – Cordaid Juba South Sudan Country Office.**

Deadline for submission is by the **25th September 2019**

Cordaid is an equal opportunities employer and women are strongly encouraged to apply

Only shortlisted candidates will be contacted.

An integrity check will be part of the recruitment procedure. All applications submitted cannot be returned.

