

## JOB VACANCY

**Vacancy No: PM-JUB -2024-08 - 20-278-N**

### ROLE PROFILE

**Title:** Health Manager (1 position).  
**Location:** Juba, South Sudan with at least 75% travel to RI program field locations.  
**Duration:** 8 months with possible extension subject to funding, program needs and performance of incumbent.  
**Reporting to:** Program Manager.  
**Conditions:** South Sudanese Nationals Only.  
**State Date:** As Soon as possible.



### 1. Context

#### About Relief International

Relief International (RI) is a leading non-profit organization working in 16 countries Globally to relieve poverty, ensure well-being and advance dignity. We specialize in Fragile settings, responding to natural disasters, humanitarian crises, and chronic Poverty.

RI combines humanitarian and development approaches to provide immediate services while laying the groundwork for long-term impact and resilience. We focus on health/nutrition, education, economic opportunity, and water, sanitation, hygiene (WASH) programming while integrating protection, environment/climate change, and conflict mitigation in partnership with the communities we serve. We empower communities to find, design and implement the solutions that work best for them.

RI includes the three corporate members of the RI Alliance: RI-US, RI-UK, and MRCA/RI-France. Under our alliance agreement, we operate as a single, shared management structure.

#### About South Sudan Country Program

Relief International (RI) has been active in South Sudan since 2006 and operating across the Upper Nile State meeting the needs of the most vulnerable communities. In addition to its head office in Juba, RI operates six field offices in the counties of Maban, Longechuk, Maiwut, Renk, Melut, Ulang and Nasir in Upper Nile. We deliver an integrated response to the humanitarian crisis in the Upper Nile State, directly providing life-saving Health and Nutrition, WASH, Economic Opportunity and Protection services through a conflict sensitive approach to refugees, IDPs, returnees and rural host communities, targeting particularly at-risk individuals and households. Given the fluidity of the emergency in South Sudan, Relief International's response has remained highly flexible, responding to people's most pressing needs.





## Africa/ Asia Region

RI operates in nine countries in the Africa/Asia region: Afghanistan, Bangladesh, Iran, Myanmar, Pakistan, Philippines, Somalia, South Sudan, and Sudan, with a focus on the four RI sector pillars: Health, WASH, Education and Economic Opportunity. We employ more than 3,000 staff (direct and indirect) in the Africa/Asia region and implements a range of emergency response and development programs.

## 2. About the role

The health manager role is to lead and provide technical support for planning and smooth operation of health activities in RI's BHA/USAID project and other country funded health portfolios. The role also include engagement with the national health cluster and sub-clusters, participate in proposal development, needs assessment and MEAL tools design and roll out and will support the overall capacity building of local staff and stakeholders in Health. This position will have technical lines to field-based health officers.

## 3. Key Responsibilities

### Program management & Implementation (60%)

- Directly manage health program of RI's BHA funded project.
- Provide health sectoral leadership and technical support to health program team, oversee and coordinate development of health activity implementation plans and budget forecasts.
- Coordinate with other sectoral leads to ensure multi-sectoral programs are integrated and cross cutting (e.g. gender, protection, nutrition and sustainability within all health interventions.
- Coordinate with field team to ensure the proper execution of the health program against all set objectives and targets within the agreed budgets and timeframes.
- Implement and maintain the reporting systems to monitor and evaluate the health objectives, indicators and outcomes of the projects.
- Contribute in reports writing ensuring the quality and accuracy of technical information provided as well as the confidentiality of internal information as required.
- Support field teams in regular budgetary follow up to ensure timely expenditure of health budgets.
- Liaise with all internal and external counterparts of the project ensure external representation of RI in health sector meetings including participation in technical and sectoral meetings to ensure visibility amongst local authorities. Share the outcomes of those meeting with Project manager, health & nutrition advisor and program Director.
- Work closely with program support functions (logistics, HR and finance departments) for health program supplies and activities planning.

### Technical oversight (20%)

- Ensure that technical quality and standards are upheld during project implementation, assess and analyse health activity progress continuously through lessons learned, field assessments and design and implement response plans, identify opportunities for innovation, improvement and adaptive management.
- Planning/overseeing emergency response activities in case of outbreaks.
- Ensure proper management of drug supplies at main warehouse and at the mobile units and closely monitor the consumption to avoid stock rupture and to ensure rational use of drugs.





- Conducting regular monitoring and supervisory visits to project locations to ensure provision of quality care to beneficiaries.
- Liaise with MOH and /or INGOs to set up efficient referral mechanism to facilities with high level of care. This includes developing referral protocols, drafting MOUs and other agreements.
- Coordinate with MEAL team to develop data collection tools in line with donors reporting requirement.
- Ensure gender and protection is considered throughout the project cycle, with women being enabled to influence decision making around health challenges.
- Coordinate with operation team to prepare national and international orders, including pharmaceuticals, medical supplier and medical equipment.

#### **Program Development (10%):**

- Identify and stay updated on the latest Health sector best practice within the country through routine engagement and dialogue with the cluster networks, and the international community as applicable to the South Sudan context. Evaluate the options and propose innovations and updates to RI South Sudan health sector services to ensure provision of the high-quality and sustainable services possible to maintain RI's competitive advantage in the field.
- Provide sectoral and technical leadership to the design of rapid need assessments and their analysis, and ensure their linkage to activity plans and budgets.
- Assess in country resources and capacities (human, material and financial) for health program roll out and ensure provision of requisite capacity building.
- Select and design the most appropriate form of health systems, and health services and public health promotion programs taking full account of local condition, resources, customs and cultural norms. Ensure sustainability and capacity building is fundamental components of the systems and programs.
- Ensure National country level, WHO, sphere and any other relevant standards are considered through the program cycle and are well documented.
- Development concept papers, letters of intent, proposals and budgets related to the above.

#### **Staff management and Development (10%)**

- Directly supervise technical health team.
- Ensure capacity development plans are in plan and capacity is built for health team.
- Ensure a positive and safe working environment and good team dynamics (solve out potential conflicts) and promote team working conditions.
- Create an environment that fosters learning and development

#### **Safeguarding and conduct**

- Uphold and promote RI's commitment to ensuring the safeguarding and safety of the vulnerable communities we serve.
- Consistent with RI's safeguarding and protection policies, contribute to ensuring that all those who come into contact with Relief International staff and the communities we serve can be trusted to work safely with them.
- Support and maintain an environment that prevents sexual exploitation and abuse and promotes the implementation of the Code of Conduct and safeguarding policies.

#### **Culture and leadership**





- Ensure a positive and productive work environment which is free from harassment and bullying.
- Ability to demonstrate sensitivity and understanding of diversity and cultural differences, gender issues and the commitment to equal opportunities
- Ability to demonstrate and uphold RI's values and ethics

#### 4. Role Requirements

**Experience and skills required for the role.**

##### Essential criteria

##### Education:

##### Range of specialized experiences and skills required:

- Degree in medicine. Master's degree in public health or the relevant qualification is an added advantage.
- At least five years' work experience in a development, emergency or post conflict setting in integrated health interventions.
- Excellent written and oral English skills required. Must be able to draft high quality donor reports and proposals.
- Strong project management skills
- Experience and understanding of key institutional donors' policies, guidelines and strategies e.g. USAID, ECHO and UN.
- Must be able to function effectively in a fluid, loosely structured, but complex work environment and to set appropriate priorities and deal effectively with numerous simultaneously requirements.
- Experience of working in mobile and static health programs
- Must be able to work independently, with minimum supervision, within the context of a larger team.
- Strong coordination skills, flexibility, adaptability and patience, facilitation and interpersonal skills.
- Able to work under pressure to strict deadlines
- Analytical and problem-solving skills
- Cross cultural awareness and sensitivity to cultural differences.
- Ability to understand and address gender- related challenges within the beneficiary groups.

#### 5. RI Values

Guided by the humanitarian principles of humanity, neutrality, impartiality, and independence, as well as "Do No Harm," Relief International Values:

##### We value:

- Integrity
- Adaptability
- Collaboration
- Inclusivity
- Sustainability

##### Note:

The role of the **Health Manager** cannot be limited to the specific duties and tasks detailed herein. The success of the RI humanitarian mission is the highest priority and all issues, which arise, must



be addressed accordingly. Therefore, the **Health Manager** will be required to manage all unforeseen issues and circumstances and remain flexible to perform other duties, as and when required.

## 6. How to apply

Aspiring applicants should complete the **Job application form**, which can be collected at Relief International office, **or** this form can also be downloaded from same website where this advertisement is posted.

The job application form once completed, should be submitted along with motivational letter and copies of academic documents in seal envelop clearly marked **Health Manager NO. HM-JUB-2024-08-20-278N** to Relief International office in **Juba- Thongping behind Midan Rainbow**.

OR

Send your completed job application form and supporting documents via Email to [recruitments@ri.org](mailto:recruitments@ri.org)

**Deadline: 9th September, 2024, 4: 30 pm SSD local time.**

- Females are highly encouraged to apply

**Only shortlisted applicants will be contacted.**

**Relief International has a zero-tolerance policy for unlawful harassment, sexual exploitation and abuse. Relief International is committed to protecting our staff and the communities we work with from abuse and harm including sexual exploitation, sexual abuse and sexual harassment.**

**All staff are expected to abide by our Code of Conduct.**

Recruitment to all roles in Relief International include a criminal records self-declaration, references and other pre-employment checks, which may include police and qualifications checks.

