



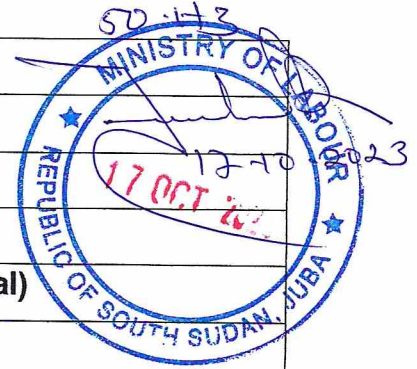
# INTERNATIONAL MEDICAL C

Headquarters: 1919 Santa Monica Blvd., Suite 400, Santa Monica, CA 90

## JOB VACANCY ADVERTISEMENT

*International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction. If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website provided at the end of this document*

Job Title:	UNFPA Program Manager (1 Position)
Country Program:	South Sudan
Location of Position:	Juba
Report To:	Program Director
Position Opened for:	South Sudanese only (Internal/External)
Desired Start Date:	ASAP
Advertised date:	17/October/2023
Closing Date for Applications:	3/November/2023



### Organizational Background

International Medical Corps is a global, humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs. Established in 1984 by volunteer doctors and nurses, International Medical Corps is a private, voluntary, nonpolitical, nonsectarian organization. Its mission is to improve the quality of life through health interventions and related activities that build local capacity in underserved communities worldwide. By offering training and health care to local populations and medical assistance to people at highest risk, and with the flexibility to respond rapidly to emergency situations, International Medical Corps rehabilitates devastated health care systems and helps bring them back to self-reliance.

### Summary of Job Description

Under the direct supervision of the Program Director and the support from the Medical Director, the primary functions of the UNFPA Program Manager include the design, planning, implementation, and oversight of reproductive health services provided in IMC-supported programs within South Sudan. This position supports the direct implementation of IMC SRH programs like the implementation of the Minimum Initial Service Package (MISP) in IMC facilities that provide emergency gynecological and obstetric services. Use of Quality assurance tools to ensure good patient-centered care; Ensure supervision and capacity building of staff, supportive supervision, on-the-job training, and use of standard quality assurance tools; internal and external coordination, and day-to-day administration of overall Sexual and Reproductive Health (SRH) program activity.

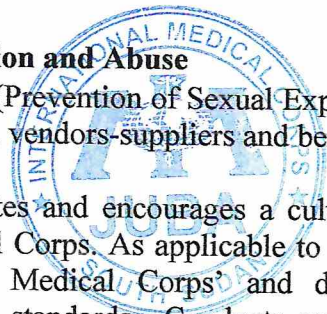
**Duties and Responsibilities:**

- Manage all aspects of the Reproductive Health Program including recruitment, supervision, and capacity building of all RH staff. Discuss and agree with the Medical Director, Field site managers, RH service providers, and other stakeholders on proposed activities, implementation and monitoring plan, roles, and responsibilities of each team member.
- Actively participating in resource mobilization efforts of the Country Office by ensuring the preparation of relevant documentation, i.e. concept notes, project proposals (with accompanying documentation), project summaries, conference papers, speeches, donor profiles, and participating in related donor meetings and public information events.
- Ensuring the creation and documentation of knowledge about current and emerging Reproductive Health issues, by the program team through the analysis of the program, projects, strategies, approaches, and ongoing experience for lessons learned, best practices, and using this knowledge for information sharing and planning future strategies.
- Ensures application and compliance of security protocols and policies.
- Work with Logistics staff to ensure the coordination of program supplies is within budgeted targets.
- Attend coordination meetings that are relevant to country activities. Interface with national government and relevant agencies as necessary

**Prevention of Sexual Exploitation and Abuse**

- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within IMC and amongst vendors-suppliers and beneficiaries served by IMC.

**Compliance & Ethics:** Promotes and encourages a culture of compliance and ethics throughout International Medical Corps. As applicable to the position, maintains a clear understanding of International Medical Corps' and donor compliance and ethics standards and adheres to those standards. Conducts work with the highest level of integrity.

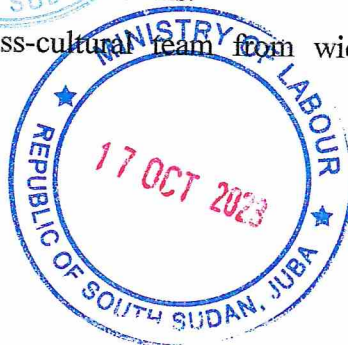




**Ethical conduct for IMC staffs:** The International Medical Corps maintains a code of standards of conduct that shall govern the performances of its employees engaged in the award and administration of contracts. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported/ by donor funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or about to employ any of the parties indicated above, has a financial or other interest in the firm selected for an award. IMC officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to sub-agreement. These standards shall provide for disciplinary actions to be applied for violations of such standards by IMC officers, employees, or agents.

### **Personnel Qualifications (special training/experience required)**

- Bachelor's degree in public health, Medicine, or other related social science fields, master's degree is an added advantage.
- 3 years of increasingly responsible professional experience in the field of Reproductive Health.
- Experience in program/ project management including experience in large multi-sector projects, designing, and appraising proposals, and actively liaising with relevant and potential project partners.
- Knowledge of international Reproductive Health issues with specific attention to gender-aware and gender-sensitive and human rights approaches.
- Experience in handling web-based management systems.
- Proven experience in coordinating/managing a multi-disciplinary team of staff, experts, and consultants. Experience in the usage of computers and office software packages (MS Word, Excel, etc.).
- Ability to remain positive and professional under stressful working conditions.
- Ability to endure the constraints of hardship conditions in both a developing urban context and low-resource remote field site locations.
- Exceptional oral and written communication skills.
- Ability to work well with a cross-cultural team from widely varied socio-economic backgrounds.



## HOW TO APPLY

Interested candidate (**South Sudanese Nationals**) who meets the above criteria, should submit their application (cover letter) indicating daytime, contact numbers, copies of Updated CV with at least three referees, their telephone and email contacts, South Sudanese Nationality ID Card or Passport, Birth Certificate, Academics Certificates, (**Documents are not returnable once submitted**) addressing to Human Resource Department IMC. If you are submitting your application through email, please submit to [SS-Recruiting@internationalmedicalcorps.org](mailto:SS-Recruiting@internationalmedicalcorps.org). Hand delivered applications should be submitted to Plot No 320 Block 3K, 2nd Class Residential areas, Pope Francis Road, Thongpiny Juba, Central Equatorial South Sudan)

**Note:** Clearly indicate the position you are applying for on the back of your Envelop OR on subject line of your e-mail.

**Closing date for receiving application:**  
3<sup>rd</sup> November 2023

We appreciate your applications; however, **Only Shortlisted Candidates** will be contacted for interviews.

Website for reporting misconduct: [www.InternationalMedicalCorps.ethicspoint.com](http://www.InternationalMedicalCorps.ethicspoint.com). Please do not submit your CV or application to this website, it will not be considered for review.

