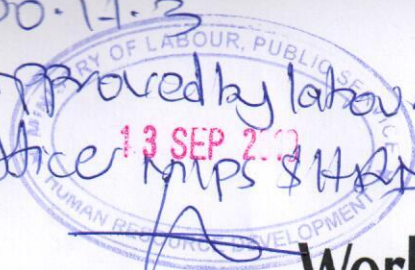


To: 14.3  
Approved by labour  
office 13 SEP 2022  
MIPS \$ HR



**Our Vision for every Child, Life in all its Fullness; Our Prayer for every heart, the will to make it so  
Building Brighter Futures for Vulnerable Children**

## **JOB OPPORTUNITY AT WORLD VISION**

World Vision is a Christian Relief, Development and Advocacy Organization dedicated to working with Children, Families and Communities to overcome poverty and injustice. World Vision serves all people, regardless of religion, race, ethnicity or gender. All employment in World Vision is conditioned upon successful completion of all applicable background checks, including criminal record checks where possible.

World Vision South Sudan is now seeking for a qualified and dynamic Individuals (**Man or Woman**) who are willing to share in our vision and promise to Children, to join us in the role below:

**Job title:** Hospital Coordinator x I  
**Reporting to:** Project Manager - HPF III  
**Location:** Yambio State Hospital, Yambio  
**Availability:** As soon as possible

### **Purpose of the position:**

The Hospital Coordinator is responsible for the overall delivery of this project. S/he is responsible for managing HPF3 hospital activities, planning, implementation, monitoring, manage all security, logistics, and procurement issues, strengthen hospital governance board, reporting and coordination with Ministry of Health and other authorities, UN agencies, international and national NGO partners.

The incumbent will work in collaboration with the CDTY and the project technical team including MNCH Coordinator, County Coordinator, MEL Coordinator who will provide the necessary supports for the successful implementation of HPF project at Tambura and Ezo county hospitals.

The incumbent takes a lead role in the assessment, planning, implementation and evaluation of clinical and nursing care in the wards/units in line with the ministry of health standards..

### **Key Responsibilities**

- Administratively work in collaboration with CDTY to manage the HPF supported program activities at Yambio State Hospital in collaboration on behalf of World Vision.
- Institutionalize and put in place Medical waste Management system up to standards for all health facilities supported by the project (hazardous waste containing substances /compounds which are directly/indirectly harmful to environment and health by interacting with other substances)
- Work with the key hospital staff in day to day planning and management of Yambio State Hospital activities and ensure that health care services are delivered according to hospital standards and in a clean working environment.



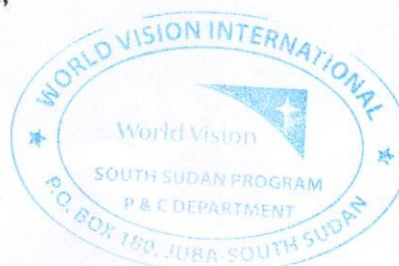


- Provide technical support and mentorship to Hospital Management and oversee and supervise CDTY project implementation at the hospital to ensure effective and quality service delivery.
- Work with the Hospital Director, Hospital Administrator and the Matron in collaboration with CDTY to identify hospital staffing gaps, develop terms of reference and support the state to recruit staff for the hospital and lobby for additional staff with the State Ministry of Health; Work with the Hospital Management Team to prepare and submit weekly, monthly, quarterly reports to the State MoH and to the Lot7 HPF3 Project Coordinator.
- Maintain high cordial and professional working relationship with fellow hospital staff, state Ministry of Health and other actors in the state.
- Advice and (administrative) support the hospital Director and the hospital management key staff in their day- to- day activities in order to achieve project deliverables at the hospital.
- Participate in the Health Management Team (HMT) meetings at the hospital as necessary as possible.
- Work with the hospital Director and the Hospital Management team senior to ensure health services are with strict observation of MOH/ WHO standards and ensure that all universal precaution/infection prevention measures and Waste Management standards are in place.
- In collaboration with CDTY, Plan and conduct quarterly review meetings of the project with participation of the State Ministry of Health, Hospital Director, Administrator, Matron and other key staff.
- Identify and investigate poor quality promptly, identifying contributing factors and agreeing on methods for addressing them.
- Track, project performance at the hospital on monthly basis and advice proper mechanisms and provide data quality checks to avoid under/over reporting to achieve project indicators targets and other deliverables
- Document the project results and its impact in different forms that include success stories, lessons learned, case studies, client satisfaction, etc.
- Develop staff JDs, set performance objectives and undertake routine performance reviews for all hospital staff.
- Provide technical support and Mentorship to the Hospital Management Committee, Hospital Advisory Board, oversee and supervise CDTY Implementing the project at the hospital to ensure effective and quality service delivery.
- Attend relevant coordination meetings at the State and give feedback to the Lot7 project coordinator as may be necessary.
- Promote project visibility (this will include MOH, Health Pooled Fund and WVSS) in project based events; Ensure donor compliance at every stage in the implementation of this project; this includes compliance in the areas of financial expenditures, procurements, use of equipment etc.
- Ensure that all the accountabilities are accurate and complete and unused cash balances are returned and receipted
- Other duties assigned by the supervisor

**Qualifications: Education/Knowledge/Technical Skills and Experience**

The following may be acquired through a combination of formal or self-education, prior experience or on-the-job training:

- A Medical Doctor with Master in Pediatrics or gynecology and Obstetrics.
- Thorough knowledge and skills of managing a hospital;
- Prior extensive project implementation experience.





- A wide range of technical expertise, professional competence and relevant academic background in human capacity building in the health sector, particularly pediatrics, maternal nutrition and child health and family planning.
- Project management certificate is essential.
- 5 years' experience of leading large and diverse teams in a hospital setting
- Experience working with government authorities
- Experience in South Sudan SMOH Health Sector Strategic Plan.
- Energetic and self-motivated, with skills in advocacy, community mobilization, training, and team-building;
- Proven analytical, problem-solving skills and comfortable working under minimal supervision;
- Highly organized, efficient, and able to meet key deadlines;
- Computer skills in Micro soft excel, word, power point, internet exploration, SPSS, DHIS.
- Proven analytical, problem-solving skills and comfortable working under minimal supervision;
- Highly organized, efficient, and able to meet key deadlines;
- Demonstrates Christ-centered life and work

**World Vision South Sudan is willing to pay a competitive salary and benefits to the right candidate.**

#### **HOW TO APPLY**

Interested candidates (**South Sudanese Nationals**) who meet the above criteria should submit their application, cover letter and an updated CV with at least three referees with their telephone and email contacts. Address your application to: **The Human Resource Manager, World Vision South Sudan**

**Qualified female candidates are equally encouraged to apply**

**Indicate the position you're applying for in the subject line.**

Applications should be submitted to this email [recruitsdno@wvi.org](mailto:recruitsdno@wvi.org) or Hand deliver to any of World Vision offices.

**Closing date for receiving applications is: 3<sup>rd</sup> October 2019 at 5:00pm**

Please note that only shortlisted candidates shall be contacted and documents once submitted will not be returned to the candidates.

