



CONCERN
worldwide

VACANCY ANNOUNCEMENT FOR HEALTH & NUTRITION PROGRAMME MANAGER X1, (BENTIU, UNITY STATE)

Concern South Sudan is an international humanitarian NGO working in South Sudan since 1998. It is dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world's poorest countries through the provision of Health & Nutrition, Shelter, WASH and Livelihood activities in the three States of South Sudan.

Concern South Sudan is looking for suitable candidates to fill the position of **Health & Nutrition Programme Manager** to be based in **Bentiu, Unity State**.

Job Purpose:

The Health & Nutrition Programme Manager will lead the planning, implementation and management of the health & nutrition programmes in Unity State, providing managerial and technical oversight to Primary Health Care (PHC) activities in Guit and Rubkona Counties. The Job Holder will also have the responsibility to build the capacity of the County Health Department staff and all Concern Worldwide Supported health and nutrition facilities in-charges and department heads. The manager will also oversee and support the work of Concern's health NGO partners (currently only Medcair in Rubkona). S/He will support in proposal writing and quality donor reports, CMAM Database, Nutrition information System (NIS) as well as representing Concern in coordination meetings (Health and Nutrition Clusters, OCHA/UNICEF/WFP planning meetings), and as requested by line manager.

Roles and Responsibilities

Capacity Building of the CHD and PHCC staff

- Provide technical support to CHDs on delivering key components of the Basic Package of health and nutrition services in Guit and Rubkona Counties.
- Lead the identification of needs for capacity-building actions and technical support areas.
- Develop a capacity-building strategy for the CHD and the health and nutrition facilities staff.
- Develop the capacity of the CHD to plan, monitor and coordinate service delivery.
- Train and mentor the CHD Director and CHD department heads on effective planning, management methodologies, quality health service delivery, and reporting, monitoring, supportive supervision and coordination and resource mobilization.
- Coordinate the organization and delivery of the capacity-building actions such as regular mentoring, trainings, active participation in coordination meetings etc...
- Monitor and review the progress of capacity building activities and prepare the CHD to take full responsibility on delivery of health and nutrition services.
- Organize and conduct quarterly review meetings with CHD, SMoH and key stakeholders to discuss the achievements, challenges and plan for the subsequent quarters

Programme Management and Technical Supervision:

- Support the Area Coordinator in managing the health & nutrition programmes in Guit and Rubkona to achieve optimal health and nutrition seeking behaviour and increased coverage of the CMAM, MIYCN, Primary Healthcare programme in accordance with national MOH and WHO guidelines.
- Ensure the preparation and implementation of detailed implementation plan and work plans for the health and nutrition programmes, in line with donor commitments and programme objectives.
- Prepare procurement plans for the purchase of materials and equipment for the health & nutrition team, in line with donor funding.



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- Manage the health & nutrition programme budget, including preparing budgets, tracking expenditures against approved budgets and proactively addressing over or underspends.
- Develop an M&E framework and work plan based on the country strategic health & nutrition plan in collaboration with the M&E Manager.
- Provide technical solutions to health & nutrition related issues facing the population in the areas of operation and contribute to the sector wide development of standards.
- Adapt and improve the existing programme on an ongoing basis, based on careful review of monitoring and evaluation findings and discussion with the Health and Nutrition Coordinator and Programme Director.
- Provide technical assistance and support to health & nutrition project officer, Concern and SMOH/CHD Staff, including support to nutrition surveys i.e. HFA, SMART, SQUEAC and KAP.
- Support technical trainings for CMAM, MIYCN, BEmONC and IMNCI to nutrition officers, SMOH Staff, and assistants in line with South Sudan protocols.
- Provide oversight and technical support to Concern's local NGO partners (currently only Medicare in Rubkona).

Human Resources:

- Support with the management of the health & nutrition programme staff, ensuring that work plans are set and adhered to, identifying training and capacity building opportunities, and contributing to their capacity building and career development, including through on-the-job training.
- Ensure that the health & nutrition team have up to date job descriptions, clear objectives and identify and facilitate training when required.
- Ensure that each member of the team fully understands outcomes which are expected of them, by setting SMART objectives, and that they are aware of the success criteria relating to their work.
- Help in the recruitment of additional staff as needed.
- Ensure that staff and contractors are compliant and fully understand their obligations when signing Concern's Code of Conduct and Associated Policies (i.e. program participant protection policy (P4), Child Protection Policy, Anti-Trafficking in person policy, anti-fraud and whistle blowing policy) and where non-compliance is suspected, to inform a member of the CMT so that the Country Director can take the appropriate action.

Programme Development, Reporting and Donor Compliance:

- In collaboration with the Grants Unit, develop Health & nutrition programme proposals, budgets and concept notes as needed, particularly building on lessons learned from previous programme experience and contribute to multi-sectoral programme proposals.
- Prepare timely and high-quality internal and donor reports for the health and nutrition programme, in line with donor requirements (narrative and financial);
- Prepare and share timely health & nutrition programme data as required by the health & Nutrition cluster (Health database, CMAM database, NIS etc.).
- Review SAGA stock data for accuracy

Representation and Coordination:

- Act as Concern's focal point for the Health and Nutrition State Cluster and CHD Coordination meetings, actively participating in the health & Nutrition State and county Cluster meetings, and other workshops and meetings.
- Share relevant information in a timely manner with all of Concern's health & nutrition programmes and remain up-to-date of key nutrition developments in South Sudan.



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- Represent Concern with government departments, donors and communities in State and County levels, with the support from the Area Coordinator, as required.
- Work closely with Country health & nutrition team as and when required.

Other:

- Support cross-sectoral periodic programme reviews in order to assess programme progress, capture lessons learnt and adapt programme strategies as necessary in accordance with Concern's results-based management principles. Ensure mainstreaming of cross cutting issues/approaches throughout the programme cycle including: Gender, Protection, HIV and Aids, Rights Based Approach, Accountability and do no harm philosophy.
- Be aware of, understand and comply with all of Concern's policies and procedures (Concern's safeguarding policies and code of conduct, finance, logistics, HR, security management etc.).
- Contribute to ongoing security management and planning as necessary.
- Actively participate in any emergency response if called upon to do so (within the existing programme area or in a new one).
- Undertake other related duties as may reasonably be assigned by the Country Director or the line manager.

Person's specifications/Technical skills & experience required

- Master in public health in addition to degree in human medicine from a recognized university
- Degree in clinical medicine, nutrition degree or nutrition post graduate qualification or public health/nursing qualification (with significant nutrition experience)
- Minimum of three years' experience in medical clinical work in rural hospital setting and experience in managing mobile clinics and outreach through the Boma health initiative (BHI) is an asset
- At least minimum three (3) years' experience in managing Stabilization Centers
- At least minimum three (3) years' experience of implementing CMAM and MIYCN projects
- Experience of conducting emergency assessments and participating in rapid response mechanisms.
- Familiarity with IT equipment and high level of computer literacy (including Excel and technical databases), HF/VHF radios and security issues.
- Excellent command of oral and written English.
- Ability to prepare project related reports/ documents.

Key competencies

- A team leader and team player with significant experience in team building with strong organisational, interpersonal and communications skills.
- Strong organisational, interpersonal, communications and networking skills. Good training, presentation and persuasions skills
- Good verbal and written communication and strong analytical skills.
- Good clinical knowledge
- A good understanding of security context and its relevance to programme delivery and design.
- Flexible, reliable and adaptable to changing environments and volatile security settings.
- Diplomatic - a commitment to working through systems of community participation and mobilization.
- Ability to take initiative, work independently with minimal supervision, and as part of a team
- Willingness to travel and live under basic conditions.
- Ability to take initiative and work with minimal supervision

CRM Accountability

In line with Concern's commitments under the Core Humanitarian Standard (CHS):

- Actively promote meaningful community participation and consultation at all stages of the project cycle (planning, implementation, M&E);
- Work with relevant colleagues to ensure that the Complaints and Response Mechanism (CRM) is functional and accessible, that feedback and complaints are welcomed and addressed;



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Work with relevant colleagues to ensure that information about CRM, safeguarding and expected staff behavior is disseminated among programme participants and communities particularly for EWEA beneficiaries.

Emergency Response

Concern is committed to responding to emergencies efficiently and effectively in order to help affected people meet their basic needs, alleviate suffering and maintain their dignity. To this end, when emergencies strike and the South Sudan Programme is to respond, all staff are required to actively participate in the response, regardless of location and contribute to the efforts aimed at achieving the humanitarian objective of the organization

Safeguarding at Concern: Code of Conduct and its Associated Policies

Concern has an organisational **Code of Conduct (CCoC) with three Associated Policies; the Programme Participant Protection Policy (P4), the Child Safeguarding Policy and the Anti-Trafficking in Persons Policy, anti-fraud policy, conflict of interest and whistle blowing policy.** These have been developed to ensure the maximum protection of programme participants from exploitation, and to clarify the responsibilities of Concern staff, consultants, visitors to the programme and partner organisation, and the standards of behaviour expected of them. In this context, staff have a responsibility to the organisation to strive for, and maintain, the **highest standards in the day-to-day conduct in their workplace in accordance with Concern’s core values and mission.** Any candidate offered a job with Concern Worldwide will be expected to **sign the Concern Staff Code of Conduct and Associated Policies as an appendix to their contract of employment.** By signing the Concern Code of Conduct, candidates acknowledge that they have understood the content of both the Concern Code of Conduct and the Associated Policies and agree to conduct themselves in accordance with the provisions of these policies. Additionally, Concern is committed to the **safeguarding** and protection of vulnerable adults and children in our work. We will do everything possible to ensure that only those who are suitable to work or volunteer with vulnerable adults and children are recruited by us for such roles. Subsequently, working or volunteering with Concern is subject to a range of vetting checks, including **criminal background checking.**

HOW TO APPLY:

1. Interested South Sudanese applicants who meet the above requirements are requested to submit their cover letter, updated CVs of not more than 3 pages, a copy of their nationality ID, and copies of educational certificates in a sealed envelope addressed to:
 - HR Department at Bentiu field office in Log base at IOM gate.
 - HR Department Juba office, located at Goshen House, Gate 2, second floor, (applicants in Juba)
 - Or send via email to vacancies.juba@concern.net (**advert is open from Wednesday, 12th February 2025 to Monday, 3rd March 2025**)
2. The position is strictly open to South Sudanese nationals only.
3. Only shortlisted candidates will be contacted and applications submitted will not be returned
4. Do complete the summary profile and criminal background check forms when submitting your application
5. Please attach copy of your national ID when submitting your application

CONCERN WORLDWIDE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT CHARGE FOR ANY KIND OF RECRUITMENT.

WOMEN ARE STRONGLY ENCOURAGED TO APPLY TO OUR ORGANIZATION. WE CELEBRATE DIVERSITY.



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