



SUPPORT FOR PEACE & EDUCATION DEVELOPMENT PROGRAMME

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JOB ADVERTISEMENT.

Organizational Background.

Support for Peace and Education Development Programme (SPEDP) founded in 2007. The organization was registered by the Ministry of Justice and Constitutional Affairs on 25th May 2009 under Reg. No. 456 and by SSRRC in April 2011 under Registration No. 114. SPEDP is also registered in Uganda by the Ministry of Internal Affairs on 30th September, 2016 under Registration No. 0146. SPEDP has a presence in eight States of South Sudan, including Central Equatoria, Eastern Equatoria, Western Equatoria, Northern Bahr-el-Ghazal, Western Bahr-el-Ghazal, Unity, Upper Nile and Jonglei. SPEDP has reached over 500,000 households (returnees, Internally displaced people and host communities) in South Sudan through its (1) Resilience Building; (2) Humanitarian Response; (3) Health and Nutrition; and (4) Research and Innovation. SPEDP is currently implementing two projects in Northern Uganda specifically targeting South Sudanese refugees. SPEDP aims to establish an inclusive and transforming society that lives in peace and dignity. The mission of SPEDP is to build resilience and empower communities towards durable solutions to their civic and socio-economic challenges. SPEDP supports interventions aimed at improving seed systems, soil fertility, input and output markets, policies, and other priority sectors, with the overall objective of reducing food insecurity. SPEDP aims to achieve these goals by: supporting and building capability of farmers and enterprises across the agricultural value chain; being a thought-leader on South Sudan agriculture by collecting, packaging, and disseminating knowledge; and creating strong partnerships with public, private, and donor actors to drive change within the sector.

SPEDP therefore seeks to recruit a qualified and dedicated:

Job Title	Senior Programme Officer, Health and Nutrition
Country of Programme	South Sudan
Location of Position	Juba County
Position Reports to	Programme Director
Desired Start Date	ASAP
Duration	12 Months
Closing Date for Applications	29/Nov/2022 at 4:00pm Central Africa Time



Purpose of the Position

SPEDP is seeking a highly motivated Senior Programme Officer, Health and Nutrition to work in our Juba, South Sudan Head Office. This position will report to the Programme Director and serves as member of the organization's senior management team. The Senior Programme Officer, Health and Nutrition will oversee the day to day implementation of all aspects of Health and Nutrition activities including community based surveillance, needs assessments, cluster representation, programme reporting and initiate new interventions as deemed necessary in South Sudan. S/he will be required to provide Health and Nutrition technical back stopping to SPEDP staff through mentorship, technical support, capacity building initiatives to staff and the community at large. S/he will be required to make regular monitoring efforts and periodic visits to all health and nutrition projects field sites on regular basis. The Senior Health and Nutrition Officer will functionally report to the Programme Director. This position is based in Juba, South Sudan with regular travel required to other sites. This position line manages of 03 Project Officers (POs).

Key Responsibilities

Program management and implementation

- Provide technical and management support to the implementation of integrated health and nutrition projects.
- Represent SPEDP in all matters related to Health and Nutrition while liaising with Partners, Donors, Governments and NGOs at local and national level.
- Identify needs and initiate strategies to address Health and Nutrition priority needs of communities in project area and work with SPEDP and partner staff to develop a sustainable community based programmes for addressing direct, underlying and basic causes of malnutrition and diseases morbidity.
- Create a seamless integration of Health and Nutrition projects and linkage with Water, Sanitation & Hygiene (WaSH), Protection and Food Security & Livelihoods (FSL).
- Engage and maintain relationships with NGO partners and other relevant stakeholders, representing SPEDP at partner meetings and planning sessions.
- Provide technical support and guidance to Staff and ensure Ministry of Health, Government of South Sudan and cluster guidelines are followed to provide critical Health and Nutrition services to the community.
- Participate in establishing funding requirements for Health and Nutrition interventions and contribute to the development of proposals and concept notes for emergency response.
- Develop monthly and quarterly work plans that are aligned to the annual project work plans and budget in order to meet the project activities deadlines.
- Enhance integration and mainstreaming of protection and Do No Harm (DNH) to the beneficiaries in all health and nutrition interventions.
- Integrate monitoring, evaluation and learning (MEAL) systems to support beneficiaries accountability, donor reporting, performance metrics and organizational learning.
- Engage in emergency preparedness, assist in emergency response as required.

Administration

- Prepare field travel plans, per diem requests, and other logistics in a timely manner and in-line with project budget.
- Ensure that SPEDP financial, human resources, administrative, and procurement procedures and policies are followed.
- Maintain accurate and detailed files of project related documents.
- Participate in regular team meetings, staff meeting, and Senior Management Team meeting.
- Ensure systematic filing system for documents in sequential order and all files are placed in a



secure place (to avoid unauthorised access of documents).

- Promote a safe and secure work environment; foster a culture of safety and security awareness and consistently follow all SPEDP safety and security policies, procedures and directives.

Program Design

- Actively contribute to the evolving direction of SPEDP's works in Health and Nutrition through provision of technical advice based on knowledge, experience and analysis, both at the programme and project levels.
- Work in close collaboration with the Health and Nutrition Project Managers/Officers to ensure that emergency Health and nutrition interventions build upon long term programming.
- Provide up to date Health and Nutrition data and information necessary for development of high quality programmes and project proposals.
- Ensure close engagement with line Ministries and align the program to the priorities of the Ministry of Health, Government of South Sudan.

Programme Monitoring and Reporting

- Lead and coordinate project data collection, analysis and reporting activities as required, including reviewing activities and evaluating their effectiveness.
- Conduct project monitoring field visits and ensure timely submission of field reports to the line manager.
- Develop routine joint supervision with Ministry of Health, Health and Nutrition Clusters and Partners to provide programme support and quality control.
- Liaise with and regularly debrief with partners and communities to ensure the quality of trainings and processes are implemented according to deliverables.
- Prepare and participate in quarterly, mid-term, and annual reflection workshops.
- Document project progress, processes, emerging models and lessons learned.
- Be responsible for periodic and quality reporting to the Donors.

Representation and coordination

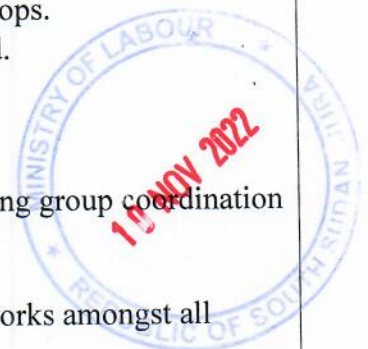
- Participate in all field level Health and Nutrition cluster and technical working group coordination meetings
- Represent SPEDP in all inter agency assessments.
- Participate in relevant coordination meetings and develop professional networks amongst all stakeholders.
- Coordinate with partners to identify Health and Nutrition gaps and needs to inform SPEDP programming

Capacity building for SPEDP and Ministry of Health Staff

- Assess and identify SPEDP, Partners and Ministry of Health Staff capacity needs and develop training plan
- Provide in house capacity building to SPEDP Programme and Partners staff.
- Design and provide capacity building to Community Health Workers (CHWs), (Traditional Birth Attendants (TBAs), Mother to Mother support group (MMtSG) and other community resource persons and key Health and Nutrition interventions.

Other responsibilities

- Demonstrate an understanding of gender equality and women's empowerment and a commitment to SPEDP's approach and values including ethnic diversity and cultural sensitivity.
- Uphold and promote SPEDP's commitment to Child Protection and the Protection from Sexual Harassment, Exploitation and Abuse.
- Comply with SPEDP's Financial, Human Resources and Operational requirements, foster strong



communication between operations and programs teams and uphold high standards of honesty and integrity in personal conduct.

Key Internal Contacts

Chief Executive Director; Strategy and Partnership Director; Programme Director; Operations and Compliance Director; Senior Programme Officer, Resilience Building; Senior Programme Officer, Humanitarian Response; Senior Programme Officer, Research, Innovation and Quality Assurance; MEAL Officer; and Programme Officer, Protection and GBV.

Key External Contacts

Focal points in MOH, Clusters and other humanitarian agencies (UN and NGO).

Required qualifications and experiences

- Degree in public health, Nursing/clinical medicine from a recognized Institution.
- At least seven (7) years progressive experience in managing Health and Nutrition programmes in conflict situations.
- Experience in setting up and running of Health and Nutrition programmes
- Experience in carrying out needs assessment
- Experience in proposal development and donor reporting
- Experience in developing the training sessions, organising workshops, and facilitating trainings
- Demonstrate good interpersonal skills, sound judgment, planning, problem solving, critical thinking and team building skills
- Demonstrate organisational and time management skills and ability to work under pressure and to meet deadlines;
- Demonstrate characteristics in honesty, reliability, integrity with the ability to maintain confidentiality;
- Strong interpretation skills, flexibility, adaptability and empathy
- Fluency in oral and written English
- Good in Microsoft Office with knowledge in Microsoft Word and Excel and intermediate numeric skills.

Acknowledgement

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice

How to Apply

Interested Candidates are requested to submit their Updated CV, relevant documents and cover letter to **Human Resource Department, Support for Peace and Education Development Programme (SPEDP) Gudele Road, behind Quick serve petrol station. or**

Email: recruitment@spedp.org for more details visit our website: www.spedp.org

NOTE: Only shortlisted Candidates will contacted, CVs and scanned or photocopies of all documents submitted are NOT returnable.

Women are highly encouraged to apply.

