



IntraHealth International Inc., CDC Project – Juba, South Sudan

Vacancy Re-Advertisement

Job Title : Training Coordinator
Location : Juba, South Sudan
Contract Type : Regular dependent on funding
Supervisor : SSPHI Technical Advisor
No. of Post : 1 position
Duration : Regular with 3 months probationary period
Application Deadline: 24th November 2021
Start Date : ASAP



BACKGROUND:

IntraHealth International with funding from CDC is supporting the Ministry of Health (MOH) strengthen the capacity of South Sudan Public Health Institute; the surveillance, data management systems and processes and county-level M&E capacity for disease outbreak emergency response in South Sudan. In addition, IntraHealth has established an HIV/TB field supervision system of mid-level public health professionals based at the county level providing intense on-site, field level mentoring, monitoring and supervision for all PEPFAR supported MOH sites in the greater Equatoria, lakes and western Bar-el-ghazal. The Training Coordinator will coordinate the training aspects of the above two initiatives, directly supporting capacity building activities, training and mentorship of county and state public health workforce, and Field officers. S/he will be responsible for planning, designing, and coordination of implementation and monitoring of South Sudan Public Health Human Resource Capacity Building program that focuses to strengthen the state and county-level Public Health workforce technical and management capacity.

ESSENTIAL FUNCTIONS/TASKS

Technical/Training/Coordination

- Lead in the development of the South Sudan Public Health Human Resource Capacity Building Program and Fellowship training curriculum
- Design in-service competency-based training curricula for training and mentorship,
- Develop public health training plans and share with trainers and participants.

- Identify the necessary resources including trainers, mentors, advise and facilitate their engagement to support the trainings and mentorship.
- Coordinate with the technical personnel and admin/logistic unit in execution of trainings and mentorship.
- Prepare and disseminate training reports.
- Plan and design audio visual aids for trainings.
- Conduct periodic training needs assessment in supported countries.
- Maintain a database of trained personnel at all levels.
- Support the national MOH, to develop in-service training SOPs.
- Compile and organize all training materials and archive them for use in subsequent trainings.
- Update the training materials in response to changes in policy, guidelines, or new intervention.
- Provide the support to the Field Officers under the field supervision initiative at the MOH, providing support in training mentorship and coaching depending on their technical capacity needs.
- Liaise with the HIV/TB Fellowship Coordinator and the Clinical mentors for the Field Supervision Initiative.
- Establish an assessment system for South Sudan Public Health Human Resource Capacity Building Program and Fellowship training program.
- Collaborate with the established Public Health Emergency Operation Center (EOC) at the National Public Health Laboratory (NPHL) in organizing and facilitating the modular trainings South Sudan Public Health Human Resource Capacity Building Program and Fellowship training program
- Follow up implementation of field activities including supervision of projects and mentors.
- Serves as the coordinator for field training activities of South Sudan Public Health Human Resource Capacity Building Program and Fellowship and Technical assistance for workshops and capacity-building activities to public health officers and Fellows
- Plan and Manage budgets, coordinate logistics for training workshops and capacity-building activities for Fellows
- Perform other duties as assigned.
- Work with MOH and partners to establish a learning resource center equipped with relevant materials to support learning and skills development in public health.



EDUCATION/EXPERIENCE REQUIREMENTS

- Master's in Public Health, Epidemiology, Public Health Education
- Basic degree /training in medical field: medicine, Nursing, Medical Laboratory, epidemiology, Health systems
- Demonstrable experience in design and implementation of training programs, competency-based trainings, and apprenticeship trainings like Fellowship programs

- Demonstrable experience in developing, curricula, training and mentorship is essential
- At least 5 years' experience in training and mentoring health care workers.
- Experience in lecturing in or as Tutor for Public Health Institution will be an added Advantage

SKILLS AND KNOWLEDGE

- Excellent interpersonal skills and demonstrated ability to interact professionally with diverse people, clients, and consultants.
- Strong coordination, communication, and organizational skills.
- Competences in assessing priorities manage a variety of activities (multi-tasking) in a time-sensitive manner and meet deadlines with attention to detail and quality
- Fluent in spoken and written English.
- Ability to work as an effective team member in a complex and fast-paced environment.
- Good reporting and writing skills.
- Good computer skills in Word, Excel, Power Point.



COMPETENCIES

- **Strategic Thinking** -Applies organizational knowledge to identify and maintain focus on key success factors for IntraHealth while recognizing, anticipating, and resolving organizational challenges. Ability to develop organization and industry-specific expertise and apply sound decision-making processes to reach productive resolutions that translates strategy into actionable business plans. Attention to details is particularly important.
- **Innovation** - Develops new, better or significantly different ideas, methods, solutions or initiatives that result in improvement of IntraHealth performance and meeting objectives, results and global commitments.
- **Client Relationship Management** -Knowledge and ability to determine and satisfy client needs (internally and externally) and maintain partnering and productive relationships during engagements, including influencing, communicating, presenting, facilitating, and managing new relationships
- **Accountability** - Holds self and others accountable for all work activities, research and personal actions and decisions; follows through on commitments and focuses on those activities that have the greatest impact on meeting measurable high-quality results for IntraHealth success. Exercises ethical practices, respectful words and behaviors, and equitable treatment of others in all activities.
- **Service Excellence** - Knowledge of and ability to put into action customer service concepts, processes and techniques to access internal and/or external client needs and expectations and meet or exceed those needs and expectations through providing excellent service directly or indirectly.
- **Effective Communication (Oral and Written)** - Understands effective



communication concepts, tools and techniques; ability to effectively transmit, explain complex technical concepts in simple, clear language appropriate to the audience; and receive, and accurately interpret ideas, information, and needs through the application of appropriate communication behaviors

- **Planning and Organizing** - Develops clear goals that are consistent with agreed upon strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate time and resources for completing work; foresees risks and allows for contingencies when planning; and monitors and adjusts plans and actions as necessary.
- **Interpersonal Relationships** - Knowledge of and the ability to effectively interact within and across Divisions, Departments/Country Offices in a constructive and collaborative manner.

Due to the urgency to fill this position, applications will be reviewed on a rolling basis.

Application Procedure

Interested and competent candidates should apply through the below link

<http://www.intrahealth.org/section/careers>

Hard copy of applications can also be dropped at IntraHealth International office located at Juba Nabari near American Residence, Plot No. 187 Block 3-K South, to the attention of the Human Resource Department.

Kindly, attach an Application Letter, copy of National ID card, Academic Credentials and a Curriculum Vitae (CV) including contact details of 3 professional references who must be the most recent or current supervisor.

Deadline for receiving applications is 17:00 hrs Juba South Sudan Time on or before 24th November 2021.

Salary for the position will be negotiated according to qualifications and relevant experience.

This position is open to South Sudanese nationals ONLY

IntraHealth International is an Equal Opportunity/Affirmative Action Employer

