



The International Rescue Committee ([www.Rescue.org](http://www.Rescue.org)) is a non-profit, nongovernmental organization providing relief, rehabilitation, and post-conflict development for those uprooted or affected by conflict.

**Job Title:** Lot Manager  
**Band / Level / Grade:** 6A  
**Department:** Health  
**Location:** Panyijar  
**Overtime Eligible:** Exempt  
(per local law)

### **BACKGROUND:**

IRC began working in South Sudan in 1989. South Sudan declared independence in July 2011 following decades of brutal civil war rooted in disputes over religion, ethnicity, resources, governance and self-determination. The security situation remains fragile and testing operational challenges abound. IRC-South Sudan operates a country office in Juba, field offices in Lakes, Unity, Northern Bahr el Ghazal and Central Equatorial as part of the greater former 10 states. The government of South Sudan has since created new states totaling to 32. Currently, IRC South Sudan implements programs in primary health care, integrated community case management, Nutrition, women's protection and empowerment, protection and access to justice and livelihoods.

### **JOB SUMMARY:**

The Lot Health Manager will support the County Officers with the implementation of the quality primary healthcare program in the Southern Unity State(Koch and Panyijar) through supporting and capacity building of the County Health Departments (CHDs). S/he will be responsible for maintaining regular contact with the State Ministries of Health and the County Health Departments. The position is based in the field and report to Health pooled Fund Coordinator.

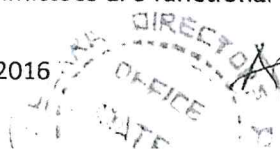
### **Major Responsibilities:**

Under the direct supervision of the HPF Coordinator, The Lot Manage will be responsible for the following based on an agreed Terms of Reference for each deployment

#### Program Management

- In collaboration with the County Officers, the Lot Health Manager with support from HPF Coordinator, oversee the implementation of the HPF funded projects and ensure that the goals and objectives are met in time maintaining standard quality as of the agreed project documents.
- Together with the CHD Directors, develop PHCC development work plans ensuring that that the health committees are functional in each PHCC.

September 2016



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31/07/2019

Technical support- HPF:

- Provide technical support to the County Health Departments in program design, proposal development, reporting, monitoring and evaluation and other aspects of programming and operations
- Provide supportive supervision to the County Officers and other program staff to develop work plans for implementation and monitoring of the project activities as of the agreed project documents
- Ensure training and ongoing capacity building opportunities for staff on primary and reproductive health care related and project management skills with a focus on building the capacity of South Sudanese health staff.
- Support the establishment a smooth functioning of supply chain for the health related items.

Grants Management:

- In collaboration with the HPF Coordinator, Senior Health Coordinator and the County Officers, develop expenditure plans, review Budget vs. Actual expenditure for the HPF grants on a monthly basis and take necessary actions.
- In collaboration with the HPF Coordinator and M and E Manager, ensure the set data collection, data compilation, timely preparation and submission of all external and internal reports including weekly DHIS, donor's reports and other associated weekly, biweekly, monthly, quarterly, final and special reports.
- Contribute to proposal development and donors' reporting.
- Participate in grant opening meetings, mid-term and closing meetings

Representation and Advocacy:

- In coordination with the HPF Coordinator and Senior Health Coordinator actively develop and maintain effective working relationships with key stakeholders in South Sudan including donors, government actors, UN agencies, international and local NGOs, and other relevant actors
- Attend all relevant meetings in relation to the HPF programmer at the state level.
- Regularly attend Health Coordination meetings and feed in IRC priorities at Juba-level meetings.
- Facilitate field visits for internal and external stakeholders, when required.
- Participate in emergency preparedness and response meetings at the state level

#### KEY WORKING RELATIONSHIPS

The Lot Health Manager will supervise/provide technical support to the County Health Officers and the PHCC I/C, and reports directly to the HPF Coordinator. The main external relations sit with the CHDs, State MoH and state-level HPF officials.

#### JOB REQUIREMENTS

Required:

- Health professional (MD or RN with a MPH is preferred) with strong public health background.
- At least 5 years' experience in coordinating, implementing and managing primary and secondary health programs in developing countries and/or refugee settings.
- Experience in writing project proposals, concept notes, budgeting and donors' reports.

September 2016

APPROVED BY  
DIRECTOR  
HEALTH SERVICES  
STATE MOH  
APPROVED BY ROSS OFFICE

31/07/2019

- Have experience in general management including financial and budget management, HR and logistics management.
- Background in situation analysis, health assessments M&E and program implementation.
- Skills and experience of remote management and willingness to travel extensively.
- Flexible, diplomatic and have ability and willingness live and work under pressure of workloads and in potentially insecure environment.
- Fluent in English in every way.
- Sound in operating Microsoft Word, Excel, PowerPoint, Outlook and Internet use.

Desirable:

- Experience of working in conflict and post conflict contexts
- Experience of working in resource and facility limited harsh and insecure locations.
- Experience working with local government, Supporting County/District Health Departments in health services delivery, health system strengthening and promoting community participation

Standards of Professional Conduct: The IRC and IRC workers must adhere to the values and principles outlined in the IRC Way – Code of Conduct. These are Integrity, Service, and Accountability. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Harassment-Free Workplace, Fiscal Integrity, Anti-Retaliation, Combating Trafficking in Persons and several others.

Gender Equality: IRC is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including parental leave, gender-sensitive security protocols and other supportive benefits and allowances.

IRC is an Equal Opportunity Employer. IRC considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability or any other characteristic

Interested applicants should submit a CV with 3 references and a copy of their national ID and health certificate to the Ganyiel /Nyal and Juba IRC Field office Human Resources or you can e-mail applications to [SS-HR@Rescue.org](mailto:SS-HR@Rescue.org)

NOTE: Only short listed candidates will be contacted and attach photocopies only while original will be asked at the interview panel and all the photocopies will remain the property of IRC. Applications should be received no later than

~~August 9<sup>th</sup>, 2019~~

4<sup>th</sup> / 11 / 2019

31/07/2019



Approved by Ross office

Harrington Mayiel Maccane

Ross Senior Supervisor