



Vacancy notice

Advert opens 11th September 2019

Introduction

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. We also stand for professionalism, expertise and solidarity across borders, to make a difference where it is most needed. Together with more than 600 partner organizations in Africa, Asia, the Middle East and Latin America we structurally improve the living conditions of the poorest and most excluded populations - the bottom billion.

Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity-building. Currently it has programs in the area of Emergency Response, DRR, Health, Food Security, Security & Justice Women Leadership and Investments.

Presently, Cordaid is expanding its program in different parts of the country. For that purpose, additional capacity is required. Therefore, Cordaid South Sudan would like to recruit for the position of **Psychiatric Clinical Officer** as detailed below.

Position: Psychiatric Clinical Officer

Based Location: Torit

Number of positions: One (1)

Reporting Lines

The Psychiatric Clinical Officer will report directly to the Hospital Coordinator

Purpose of the position

The Psychiatric Clinical Officer will be part of Cordaid team South Sudan, and he/she will be responsible for the Mental health department planning, organization, supervision of Ward Staff and performing continuous capacity building. The Psychiatric Clinical Officer will also be responsible for analyzing patient's mental health status and providing the necessary treatment in Torit state Hospital and the PHCCs within Torit County.



Key accountabilities and Responsibilities

- In collaboration with the Physician and medical doctors, the Psychiatric clinical officer will perform psychiatric consultations and treatment
- Performs regularly home visits for patient follow-up and care
- Does regular ward rounds in collaboration with the department supervisor/manager, renewing prescriptions and ensuring they are followed and systematically evaluating patients' symptoms to adapt prescriptions and/or therapies for their relief
- Ensure the correct administration of medications, including injections, during the admission period and monitor the results of treatment
- Provide information to patients and their family/caregivers regarding pharmacological treatment, adherence and patient's mental health illness
- In collaboration with other medical team members monitors actively patient's condition, taking active measures to avoid harming to themselves or others, participating in the handover reports of the shift in collaboration with In-Patient Department (IPD) nurses and clinical officers and checking on patient appetite and food/drink intake on spot
- Always implement and follow hygiene rules, procedures and protocols, as well as look after the integrity of medical material and other equipment, in order to ensure the safety and protection of patients and other staff
- Work in close collaboration with the Cordaid health team to ensure a comprehensive package of mental health care for all patients, and to give input for the mental health awareness and de-stigmatization activities
- Collaborate with other departments and other actors within the project intervening in support of other services when needed, in order to support the overall Cordaid project with his/her expertise and capabilities
- Supports other medical services whenever needed, and works particularly in close collaboration with the outpatient, the inpatient and mental health department according to his/her position
- Carry out administrative procedures and documents (fill in patients files, forms, statistics, database, etc.), in order to have updated and correct information about the day-to-day activities
- Participate in data collection and reporting of the activities
- Ensure that raw data reports are prepared and submitted on a timely manner to Data Officer for compilation
- Participate in writing timely and accurate monthly and quarterly reports ensuring the input of all departmental staff concerned
- Participate in monitoring and evaluation of departmental activities



Qualifications and skills

- A Diploma in Mental Health from a recognized Institution
- Must have served for at least three (3) years as a Psychiatric Clinical Officer / Psychiatric nurse.
- Good communication, interpersonal and team building skills.
- Experience working in the field of HIV/AIDS, Post-Traumatic Stress Disorder (PTSD), sexual violence, Tuberculosis (TB) care
- Experience with emergency mental health/crisis intervention

Further information and how to apply

Interested and qualifying applicants can submit their application letter including CV in English, copies of birth certificate, National ID and qualification documents, both phone and email contact details of at least 4 professional references, including most recent/current employer/supervisor to the following email hr.southsudan@cordaid.org

Mention the vacancy reference number position in the subject line on the envelopes.

e.g. **CSS08/09/19 Psychiatric Clinical Officer –Torit**

or

Applications can also be hand dropped at Cordaid Juba office and Cordaid Torit field office to the attention of the **Human Resource and Administration Manager – Cordaid Juba South Sudan Country Office**.
Deadline for submission is by the **30th September 2019**

Cordaid is an equal opportunities employer and women are strongly encouraged to apply
Only shortlisted candidates will be contacted.

An integrity check will be part of the recruitment procedure. All applications submitted cannot be returned.

