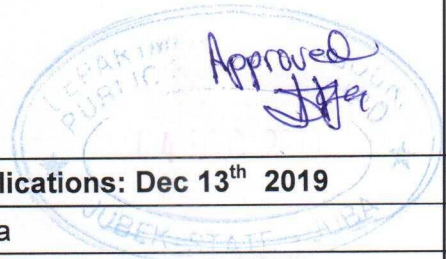


JOB ADVERTISEMENT



Date of publication: Dec 4 th 2019	Deadline for applications: Dec 13 th 2019
POSITION: Community Rehabilitation Officer	LOCATION: Juba
Number of Positions Available: 01	Weekly hours: 40
Department: Program	Section: Program
Supervisor: Project Manager	

Job Purpose

To support the Victim Assistance (AC5) project by ensuring that landmine/Explosive Remnants of War victims, people with disabilities (PWDs), people with injuries (PWIs) and their families in Juba (Kator and Luri) have an improved access to disability issues, social inclusion and rights of PWDs as well as basic and specific answers to their needs.

At Humanity & Inclusion, we believe and are committed to the safeguarding and protection of children and vulnerable people in our work. Any candidate offered a job with HI will be vetted and obligated to know, sign and abide to the PSEA-H, Child protection, anti-fraud, bribery and corruption policies, code of conduct and staff regulation as an appendix to their contract of employment. The Community Rehabilitation Officer will have to create and maintain an environment which prevents sexual exploitation and abuse and promotes the implementation of the code of conduct'.

Responsibilities

Responsibility 1: Provision of direct rehabilitation services to Landmines/ERW victims, Persons with disabilities (PWDs) and with injuries and their families and the provision of personalised support including home based assessment and Rehabilitation

Aim: contribute to the identification of PWD and victims of landmines/ERW as well as on the improvement of rehabilitation for PWD and their families to maximise independence and access to livelihood activities in the given setting.

Benchmarks: *Documentation and records of assessment of the supported person and rehabilitation provided, database of information gathered and monitoring reports*

Activities:

- Carry out assessment of persons with functional limitations in order to identify individual priorities main rehabilitation problems and needs for rehabilitation care.
- Provides basic rehabilitation care (positioning, education of family and caregivers, provision of assistive devices...) to persons with functional limitations in cooperation with the other members of the rehabilitation team within HI and follow-up to ensure the realization of maximum physical mobility and functional independence.
- Establishment of psychomotor stimulation activities for children with, or at risk of developing development delays, in close cooperation with the other members of the rehabilitation team within HI
- To provide guidance, referral and follow-up services to persons with disabilities / injuries in intervention sites, in close cooperation with Roving Physiotherapist and Psychosocial Support Team.
- Utilise and implement the PSS (Personalised Social Support) approach in delivering the Handicap International's assessment process.
- Travel to local communities as part of the HI mobile team; work with local leaders, health workers and other relevant stakeholders to identify and assess individuals with disabilities and families affected by landmines/ERW using the PSS approach.
- Provide advice support and physical rehabilitation to victims of landmine/ERW and PWD both in the home, hospital and community setting through practical advice and empathy demonstrating some understanding of the experiences of PWD.
- Work with PWD and their families to set goals and implement action plans for rehabilitation and access to community and livelihood activities.
- Provide advice to PWD and their families about small home adaptations and generate practical ideas to increase independence and accessibility in the home and community environment.

Responsibility 2: Support on the provision of community based awareness raising sessions and training of service providers in disability issues.

Aim: Contribute to increased awareness and understanding of disability within the local community therefore mobilising the community to increase the inclusion of PWD.

Benchmarks: *Training tool kits about disability awareness raising, reports about awareness sessions and attendance records, increased uptake of services offered.*

Activities:

- Provide community based awareness sessions on disability issues and the rights of persons with disabilities
- Provide relevant trainings about rehabilitation and provision of basic rehabilitation techniques to PWD, both in hospital and community setting and provide follow up to increase knowledge of service providers on basic rehabilitation
- Liaise with relevant stakeholders (such as disabled peoples organisations, local leaders and health staff) to establish partnership and identify the most effective way to raise awareness about disability, and support other HI staff, when relevant, on the delivery of disability awareness sessions to the local communities.
- Work with the physiotherapist to create context relevant training and awareness raising packages for use in the target communities.
- Encourage the involvement of PWD in awareness raising activities to empower them to identify and resolve the problems they experience in everyday life.

Responsibility 3: Participate in creating a referral network for PWD through raising awareness with other stakeholders and supporting PWD to access locally available services.

Aim: Contribute to increased opportunities of inclusion for PWD due to increased access to services.

Benchmarks: *Documentation of referrals to local stakeholders (livelihood training, etc); client files; reports with regards to training or awareness raising provided; monitoring tools completed for increased awareness.*

Activities:

- To develop knowledge of other providers through available local knowledge and networking with others when possible.
- To work with rehabilitation trainer to develop and deliver training to other health professionals in health services to raise awareness about meeting the needs to PWD and providing basic rehabilitation support.
- Draw upon local resources and encourage support systems to increase the empowerment of PWD and victims to access local services.
- To support development of a referral systems to other health, livelihood and training services, complete referral forms and follow up in the community where necessary.
- Participate in assessment and identification of persons in need to prosthetics and orthotics services and coordinate the referrals from HI field locations to Juba to access prosthetics and orthotics services
- Provide awareness, practical support and guidance where possible to relevant stakeholders about how to adapt and include PWD in their activities.

Responsibility 4: To document and record activity in line with HI policy and procedure and in line with government requirements in South Sudan.

Aim: Contribute to ensuring that all data about landmine/ERW victims and PWD is collected and stored in a database. This ensures detailed and accurate reporting.

Benchmarks: *records of supported people; database of relevant information collected; copies of completed IMSMA database forms when relevant.*

Activities:

- Use HI's rehabilitation forms (E.g. assessment form, follow up forms) and manages the data based on work ethics and confidentiality.
- Reports on a daily, weekly, monthly, basis and submits mission reports to the Project Manager.
- Compiles any other reports upon request and submit to the Project Manager

- Maintain and stored files of beneficiaries data and other documents in line with HI policy and procedures.
- To work with other HI staff to create a reliable and accessible filing and documentation format/system.
- To document and report all newly reported incidents for landmine/ERW victims in line with the IMSMA database system in South Sudan.
- To document and report all activities completed while working for HI; including training plans and reports.
- To actively participate in programme planning and reporting in line with HI policy and procedure.

Responsibility 5. Demonstrate ethical and professional practices

- Respects and promotes HI's Policies and reports any breaking of HI's policies amongst the teams or partners.
- Reports any incident or act that causes any harm to beneficiary or to others.
- Interacts with children with the presence or/and permission of their parents or caregivers
- Respects beneficiary confidentiality. And always respects a refusal of treatment.

Others

- Ability to be deployed on short notice to remote areas around the country with limited access to services (E.g. network, accommodation).
- Ability to adapt to the duration of the mission from one week up to three months on the field.
- Any other duties and responsibilities assigned by the line manager that is within the post-holder's expertise and experience.

Professional skills

- Proven experience in rehabilitation, community health education or a similar health profession
- At least 3 years relevant experience working with NGO's in the development/humanitarian field or working in a hospital or community health post.
- Experience of health promotion, community development and working with vulnerable groups
- Work and/or personal experience of working with people with disabilities would be advantageous
- Good knowledge of the geographical area of Juba, knowledge of local culture and languages
- Ability and past experience training others and speaking in large group settings
- Excellent interpersonal skills – oral and written.

Cross-cutting skills

- Excellent communication skills and an ability to demonstrate empathy and understanding towards the target group
- Ability and confidence to speak in front of a large group in both English, Juba Arabic and Kakwa
- Good written and spoken English and Kakwa; Juba Arabic also advantageous.
- Good computer literacy skills with proficiency in MS word, power point and excel.
- Willingness to travel extensively within or outside of Juba and to remote locations
- Ability to work with others in a team

Note: This job description is not exhaustive and the staff member may be asked to perform duties over and above those described here. The staff member is also expected to maintain confidentiality of all beneficiaries and internal information at all times.

As an employee of HI, all staff are required to guard against any abuse of authority. In no circumstances should he/she profit from his/her situation in order to divert assistance from its final destination or obtain favors of any nature (notably sexual).

The employee must show respect and consideration towards his/her contacts (beneficiaries, partners, colleagues...), with particular attention for people in vulnerable situations. In no circumstances should he/she commit an act or adopt behavior liable to injure one of his/her contacts either physically or psychologically, or cause him/her harm of any sort.

Qualified candidates are invited to submit their applications (CV and Cover letter- clearly state the address, contact information and position applied for) before 5:00 PM on Dec 13th 2019 through email or physically to:

HR/Admin Department,
Humanity & Inclusion
Plot No. 20A, Block BXV1, Hai Amarat, Havana Street,
South Sudan – Juba
Email to: recruitment@southsudan.hi.org.

Name of the position applied for must be written on the email subject or on the envelope.

Application documents, once deposited will not be returned to applicants. Applicants are advised not to include any original documents in their application. Federation HI will not be held responsible for the loss of such documents.

Due to the expected volume of applicants, only shortlisted candidates will be contacted. If you have not heard from the employer in two weeks from the closure date of this Vacancy Notice please consider your application as unsuccessful.

