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Approved by
Inspector of
Labour
06/10/23



VACANCY ANNOUNCEMENT

Action Against Hunger is a non-governmental organization whose aims and mission is to save lives by eliminating hunger, under-nutrition, particularly during and after emergency situations like disasters. Action Against Hunger focuses on nutrition, health and healthcare practices; food security and livelihoods (FSL); water, sanitation and hygiene (WASH) and advocacy.

Action Against Hunger USA is currently looking for a qualified **South Sudanese Nationals** to fill in the position of **Multi-Sectoral Deputy Program Manager 01 position**

- Position open date: **October 06, 2023**
- Closing date: **October 25, 2023**
- Expected Start date: **November 2023**
- Contract Duration: **3 Months with possibility of extension**
- Location: **Roving**

Action Against Hunger-USA is part of the Action Against Hunger International network, which provides humanitarian relief in over 40 countries worldwide in the sectors of nutrition, health, water/sanitation, and food security. Action Against Hunger-USA, an independent NGO, currently manages operations in seven countries: Kenya, South Sudan, Tanzania, Uganda, Ethiopia, Haiti and Somalia. Action Against Hunger-USA has approximately 1,500 staff based in the various country offices, Head Quarter in New York City and Operational Centre in Nairobi. Additional growth is anticipated.

I. SUMMARY OF POSITION

Implement Emergency programme activities across South Sudan and supports the definition and follow-up of the projects to be implemented. The incumbent will supervise and train the nutrition team on management of acute malnutrition while providing on job technical support to ensure quality service delivery in the management of malnourished patients. The DPM will closely work with the PM to ensure that the specific deployment objectives are met; contributing to the overall objective of MET programme.

PURPOSE:

MET DPM will support the PM in running and supervision in the emergency programme that include activitie of Nutrition, Health, WASH, FSL and protection activities; At all stages of the project management cycle.

ENGAGEMENT

MET DPM will be responsible for accomplishing the specific emergency response deployment objectives and outcomes.

DELIVERY

MET DPM, with support from the PM, will be responsible for the overall success of the specific deployment objectives and the program while ensuring that MET response team completes the defined activities in the period of the deployment while adhering to internal standards and contractual obligations; and that the program is completed on time, within the budget and with highest standard quality.

II. ESSENTIAL JOB FUNCTIONS

I. Essential job functions

1. To lead the deployment and ensure effective and efficient team management.



- With technical support from the PM, oversee, adhere and maintain technical standard towards implementation of: Nutrition, Health, WaSH, FSL and protection activities in areas of emergency deployment and train staffs on the same.
- Lead assessment and deployment and implementation of nutrition program with support and guidance from PM.
- Coordinate with MET PM, departments' team members, local partners, State MOH, County and community to ensure linkages of all activities for beneficiaries in the nutrition program and monitoring activities .
- Prepare weekly feasible weekly work plans in consultation with all nutrition team/FSL/WASH members and develop a weekly movement plan
- Identify gaps/needs, organize and conduct training of staff/volunteers, Lead MtMSG; MoH staffs and the community at large courses;
- Participate in the recruitment process of the required staffs according ACF recruitment policies and procedures including staff management during the assessment and deployment including performance evaluation of the staffs directly reporting to him/her.
- Organize and conduct the weekly or need based meetings with the team and report the outcome to the PM and at the same time represent Action Against Hunger in all state and county coordination Meeting and need be communication concerns to be brought to the attention of the senior management.
- In respect of internal and donors reporting timeline conduct Compilation and submission of reports as planned and share the same with the supervisor and Health authorities at both state and county level if need be.
- Conflict management at the field level and reporting of the same to the immediate supervisor before escalating to crisis.
- Coordination with logistics/ procurement team in processing of the requests on the LINK platform.
- Adhere to all ACFs policies and procedures: HR, Logistics, Finance, Security and operations while ensuring even the team members respect and adhere to the same policies working under your responsibilities including suppliers.

2. Support the implementation, supervision and follow-up of MET nutrition program activities

- Facilitate cross sectorial programming linkage, particularly to promote excellent communication and referral between IYCF, CMAM, FSL and WASH programming
- Provide technical support to implementing partners' staff, MoH and other humanitarian actors as necessary to promote consistent good practice which aimed to achieve common goal of saving lives of the vulnerable communities across all MET deployments.
- Prepare field visits plans and supervision checklist in advance of trips and keep track of all field visits reports and agreed action points for future reference.
- Closely follow program implementation and track indicators by conducting regular M&E to the field sites to ensure provision of quality services as well as keeping filling in order all reports in for future reference and where necessary keep the staffs at informed of any feedback or changes in the data report..
- Ensure that program implementation is in line with CMAM and ACF Emergency Humanitarian response standards and track the progress of indicators.
- Adhere to the program implementation protocols for IYCF/CMAM as per the national and WHO guidelines and standard - monitor CMAM program performance indicators are monitored and accurately verify data on entry and exit entry tools at the community and therapeutic centers level.
- Provide clear and hygienic environment for beneficiaries for service provision.



- Establish linkages between beneficiaries, CNVs and the Nutrition team to ensure frequent home ups visits and active screening activities and participate in outreach activities, rapid nutrition assessments and surveys.
- Assess and analyse nutritional situation based on all the nutrition activities conducted i.e. filed visit reports and assessments
- Identify and anticipate problems/constraints and seek solutions with support from supervisor or the PM.
- Follow up and coordinate with logistics/procurement team the process of requests on link platform and ensure all procurement procedures are adhered to.
- Conduct spot checks at field sites to ensure that stock is being properly stored and monitored through the use of stock cards and delivery.
- Be flexible and be able to adjust the program according to any changes in the contest.

3. Nutrition supplies, stock and budget management of MET programme.

- In the absence of the DPM or PM, raise requests with logistics office as per ACF_USA procedures and policies.
- Prepare monthly treasury forecast for review with PM before the 23th of every month and track expenses at the base on all financial transactions and report all expanses during the month on the 1st of every month.
- Stock management: ensure availability of needed supplies for OTP, TSFP, SC and IYCF including monitoring and tracking of their usage, also ensure that all tools are in order and always available in the sites, request for supplies from UNICEF and WFP before you run shortage.
- Ensure daily updating of stock cards and ledger books to track consumption of the supplies
- Promptly communicate with the supervisor on any thefts of supplies at the sites, document the incident in, and share with the office – as per the incident reporting form format within the period of 24 hours without fail.
- In consultation with other sector team members and logistic officer prepare a consolidated SRO for all essential drugs, base items and other supplies necessary for the deployment and share with coordination team in juba on time and keep follow up on track.

4. Community sensitization and mobilization

- Adequately plan and participate in community sensitization and mobilization activities.
- Establish proper linkages for CMAM/IYCF activities with FSL and WASH teams as MET operates in integrated programing.
- Establish a functional network with other actors and partners working in the area and create understanding of the program within the community as linkages are established with the community through meeting of community leaders and different social groups existing in the working area.
- Establish feedback mechanism with the community leaders on nutrition activities implemented in the area.
- Represent ACF in NNGO/INGO coordination meetings, in the absence of the PM and share minutes of the meeting with coordination team incase.

5. Protection service delivery (on psychosocial support and GBV).

- Act as line manager of Roving Social Workers in area of MET deployment.
- Provide safe and dignified access to life-saving protection assistance to people in need
- To ensure prompt identification of protection needs and timely access to specialized protection services to the most vulnerable (Participate in mapping referral pathways in areas of MET and SURGE deployment).



- With support from PM, develop IEC material on protection for both staffs and beneficiaries.
- To train all field staff (MET and SURGE teams) on facilitation of referral pathways, GBV concepts and Psychological First Aid (PFA), to help children, adolescents, adults, and families in the immediate aftermath of disaster or any other shock.
- To lead the provision of psychosocial assistance that aims to promote, protect and support the well-being of affected person (e.g.; GBV cases...)
- Through delivery of PFA, MET team will aim to mitigate initial distress caused by traumatic events and foster short- and long-term adaptive functioning and coping.

6. Integration of nutrition and health services to all patients (IMCI and women, mainly) and Nutrition beneficiaries as per national guidelines

- Supervise and support the delivery of primary health care services while ensuring proper integration of Management of Neonatal and Childhood Illnesses approach (IMNCI), with a focus on basic lifesaving maternal, newborn and child healthcare, communicable disease prevention and control, detection and treatment of acute malnutrition, and promotion of breastfeeding.
- Reinforce referral systems and collaboration with health NGOs Partner in the area and the MoH including referral pathway.
- Pharmacy management: drugs, and medical equipment with support from logistics and Nurse the deployment .
- Coordinate and support the training of the health team on medical and nutrition protocols, including health promoter and CNV
- Prepare reports on health services delivery and timely share with the supervisor for review.

7. Reporting

- Compilation of quantitative and qualitative weekly and months reports on CMAM/IYCF activities and Health and share - adhering to the set deadlines.
- Attend meeting, prepare minutes and share the same with the supervisor.
- Share ideas on activities for preparation of donor reports and proposals.

II. Supervisory Responsibilities

Team leader in assessments and deployments.

III. Physical Demands

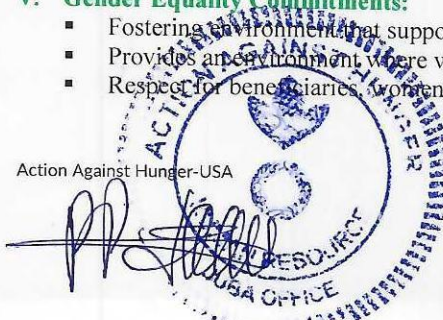
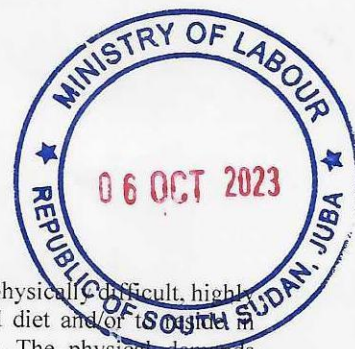
To travel to the field, the employee must attest to a level of physical fitness, capable of enduring physically difficult, highly stressful situations, which may include the necessity to walk long distances, to eat a limited diet and/or to provide a potentially uncomfortable/challenging housing or tents while offering emergency response. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

IV. Working Conditions, Travel and Environment

- The duties of the job require regular job attendance at least five days per week. Must be available to work outside normal office hours or on the weekends as necessary.
- Must be able to travel as required in any part of the Country where the team will be deployed.
- All Action Against Hunger-USA employees are required to engage with and follow the performance management program in place.

V. Gender Equality Commitments:

- Fostering an environment that supports values of women and men's equal access to information.
- Provides an environment where women and men must be promoted based on the performance objectives.
- Respect for beneficiaries, women, men, children (boys & girls) regardless of gender, sex, disability, religion, etc.



- Value and respect for all cultures.

VI. Commitment to Safeguarding

- Responsible to fully understand and adhere to Action Against Hunger's safeguarding policy, PSEA and child safeguarding policies as well as its Code of Conduct and Charter of Principles.
- Respect all policies during professional as well as private time and ask for clarification if needed.
- Accomplish tasks in a way not to harm children, vulnerable adults and other communities we serve, or expose them to risk of abuse and exploitation.
- Report all safeguarding concerns according to the applicable reporting system.
- Create and maintain an environment free of abuse and exploitation.

VII. Required Qualifications and Professional Experience

- Diploma in Nutrition/Clinical Medicine/Nursing.
- 2 years' experience in Nutrition/PHC program activities.

VIII. Essential Skills & Competencies

- Good computer skills.
- Good analytical skills and ability to synthesize.
- Experience in data entry and its analysis.
- Good interpersonal skills, Flexibility, Dynamism (very active and proactive), creativity, etc
- Excellent communication skills in English and preferably Arabic
- Ability to manage and build the capacity of the team
- Experience working in emergency programs is desirable
- Willing to travel in remote areas with very basic living conditions.
- Clear understanding of teamwork.
- Flexible personality and negotiation skills.
- Willing to work under pressure.

I. SAFE GUARDING COMMITMENT

Action against Hunger has zero tolerance towards all forms of harm and abuse.

We take concerns and complaints relating to safeguarding issues involving our staff, partners and suppliers very seriously. **We will take action to vigorously investigate and manage any violations or alleged violations of this policy**

To apply, please! Send your **Cover letter, CV, & ID card as one Document** with three professional References to recruitment@ssd-actionagainsthunger.org specifying **Multi-Sectoral Deputy Program Manager:** as the tittle of your email or Hand delivered to Action Hunger Officer, Hai Cinema Near St James Bari Parish Church.

The deadline for applications is **October 25, 2023 at 5:00pm, however due to urgency of this position application will be reviewed they are received.** We do appreciate your interest to work with us; However, Only shortlisted Candidates will be contact.

We will only receive, accept and consider all applications submitted through referred channels above, any applications submitted other than channels stated here will not be accepted & considered.

"This Position is Open to South Sudanese Nationals Only"

"Qualified Female Candidates are encouraged to apply"

