



INTERNATIONAL MEDICAL C

Headquarters: 1919 Santa Monica Blvd., Suite 400, Santa Monica, CA 90

JOB VACANCY ADVERTISEMENT

International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction. If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website provided at the end of this document

Job Title:	Deputy Program Manager
Country Program:	South Sudan
Location of Position:	Juba
Position Opened for:	South Sudanese only (Internal/External)
Direct Supervision	Head of Program Manager
Desired Start Date:	ASAP
Advertised date	16/June/2022
Closing Date for Applications:	05/July/2022



Organizational Background

International Medical Corps is a global, humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs.

Established in 1984 by volunteer doctors and nurses, International Medical Corps is a private, voluntary, nonpolitical, nonsectarian organization. Its mission is to improve the quality of life through health interventions and related activities that build local capacity in underserved communities worldwide. By offering training and health care to local populations and medical assistance to people at highest risk, and with the flexibility to respond rapidly to emergency situations, International Medical Corps rehabilitates devastated health care systems and helps bring them back to self-reliance.



Purpose of the Job

The Deputy Program Manager will be responsible for supporting the overall implementation, supervision communication, coordination, and Monitoring of BHA program activities.



ESSENTIAL DUTIES AND RESPONSIBILITIES

JOB DESCRIPTION

- Work closely with the Program Manager/Coordinator on achieving the key strategic and program intended goal and outcome
- Help to the Program Coordinator on the effort to develop of concept notes, proposals, assessments, and grant coordination.
- Ensure efficiency and results-oriented performance in the component of the program.
- Work and maintain positive relationship with community leaders and stakeholders in the project supported sites.
- Support and Provide sound Primary health care technical support to Health workers.
- Work closely with Malakal and Juba based logistics and program team to ensure timely procurement and distribution of project supplies.
- Work closely with the technical leads (health, nutrition and GBV) and MEAL team for seeking technical support and improving the program quality.
- Conduct regular field visits to assess the project (s) progress and quality and develop improvement plans jointly with Program coordinator and Managers for further improving the timeliness and quality of interventions.
- Liaise closely with local authorities (if needed) and partner organizations/agencies to ensure program compliance with donor policies and regulations and complementary with other agencies' efforts
- Maintain open lines of communications with all field staff when required.
- Support the process of Documenting all processes and outputs of capacity building, coordination, and management of activities to ensure experiences and lessons are well documented for future reference.
- Support and Work with nutrition team on developing and conducting surveys and evaluations as needed. This could include knowledge, attitudes and practices, SMART and other surveys.
- Compile and Work with M&E unit in ensuring that weekly, monthly reports and Quarter reports are submitted timely to Program Coordinator and relevant Program managers.



- Support to Represent coordination forum with IMC and maintain professional relations with SMOH, CHD, UNICEF, WFP, INGOs, national NGOs and other stakeholders in the Health, Nutrition and GBV cluster at field level.
- Work closely with field level Managers and Program coordinator Team at the site level to determine the operational needs of the nutrition sites within the scope of grants
- Conduct critical monitoring of all aspects of nutrition activities and identify areas of concern, submit workable solutions for identified challenges
- Review and provide input for daily, weekly, and monthly field reports in order to analyses trends and adjust the programs as needed and meet internal and donor requirements.
- Create and maintain smooth relations and open collaboration with local government and local stakeholders and serve as the nutrition resource team
- Maintain flexibility to take on added responsibility as and when needed
- Perform other duties as assigned by supervisors. The duties and responsibilities listed above are representative of the nature and level of work assigned and are not necessarily all inclusive.

Prevention of Sexual Exploitation and Abuse

- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within IMC and amongst, vendors-suppliers and beneficiaries served by IMC.

Compliance & Ethics: Promotes and encourages a culture of compliance and ethics throughout International Medical Corps. As applicable to the position, maintains a clear understanding of International Medical Corps' and donor compliance and ethics standards and adheres to those standards. Conducts work with the highest level of integrity.

Ethical conduct for IMC staffs: The International Medical Corps maintains a code of standards of conduct that shall govern the performances of its employees engaged in the award and administration of contracts. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported/ by donor funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or about to employ any of the parties indicated above, has a financial or other interest in the firm selected for an award. IMC officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to sub-agreement. These standards shall provide for disciplinary actions to be applied for violations of such standards by IMC officers, employees, or agents.



JOB REQUIREMENTS

Required Skills, Knowledge & Abilities

- Ability to provide technical support for IMC staff and government staff on proper implementation of CMAM, IYCF, SBC and other nutrition activities.
- Knowledge in designing and implementing appropriate and effective holistic nutrition programs including ensuring that the nutrition program is integrated with food security, health and WASH programming where appropriate.
- Ability to read, analyse and interpret data and familiarity with nutrition surveys (Coverage, SMART and KAP surveys).
- Ability to work effectively with government, community leaders, international/national organizations, donors, partners and other International Medical Corps relationships.
- Strong communication skills, able to effectively present information clearly and respond appropriately to questions from senior managers, counterparts and government staff
- Strong supervisory and organizational skills
- Demonstrated experience and skills in ensuring community participation and gender issues in humanitarian programming
- Advanced proficiency in the use of MS Office, and other computer applications
- Ability to cope with stress; hardship; patience and flexibility and willingness to work additional hours in order to meet tight deadlines;
- Ability and willingness to travel to field sites and nutrition facilities

QUALIFICATIONS

Training, education and experience

- Master's degree in Public Health, International Development and/or in a relevant field of study
- 5+ years of relevant and progressive NGO project and personnel management experience in humanitarian or development contexts, including a minimum of 2 years of international work experience in an operations management role
- Experience in project management in the humanitarian sector
- Profound cross-cultural awareness and insight into health care issues
- Ability to exercise sound judgment and make decisions independently
- Extremely flexible, and have the ability to cope with stressful situations and frustrations
- Ability to relate to and motivate staff effectively
- Ability to read, write, analyze and interpret, technical and non-technical reports in the English language.



- Ability to effectively present information and respond appropriately to questions from senior managers in the field and HQ, counterparts, senior government leaders and other related regional players

HOW TO APPLY

Interested candidate (**South Sudanese Nationals**) who meets the above criteria, should submit their application (cover letter) indicating daytime, contact numbers, copies of Updated CV with at least three referees, their telephone and email contacts, South Sudanese Nationality ID Card or Passport, Birth Certificate, Academics Certificates, (**Documents are not returnable once submitted**) addressing to Human Resource Department IMC. If you are submitting your application through email, please submit to SS-Recruiting@internationalmedicalcorps.org. Hand delivered applications should be submitted to Juba Head Office Plot # 1. Block C West, 3rd Class, Nimra Talata, Near Basketball Stadium, Juba Town, Central Equatoria

Note: Clearly indicate the position you are applying for on the back of your Envelop OR on subject line of your e-mail.

Closing date for receiving application:
05/July/2022

We appreciate your applications; however, Only Shortlisted Candidates will be contacted for interviews.

Website for reporting misconduct: www.InternationalMedicalCorps.ethicspoint.com. Please do not submit your CV or application to this website, it will not be considered for review

