

Universal Network for Knowledge & Empowerment Agency (UNKEA)

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Position title	Assistant Health Specialist
Location/Base:	Juba – 80% and Field Locations – 20%
Reports to:	Health Specialist
Number of positions:	01

UNKEA

Universal Network for Knowledge & Empowerment Agency (UNKEA) is a national organization operating in South Sudan. UNKEA was founded in 2002 by a group of concerned men & women of Upper Nile state to respond to dire social, economic, livelihoods, and health conditions experienced by the South Sudanese Citizens. UNKEA's initial purpose was to solely fight the deadly Kalazaar disease in Upper Nile. This was effectively achieved – prompting the organisation to expand its mandate. UNKEA mandate has since expanded to include Primary Health Care, Nutrition, Food Security & livelihoods, Water & Sanitation, Education, Social development of youth and women, Economic development, Access to justice & Peace Building.

50.H.3
Approved by
S/inspector of Labour
12/09/2023

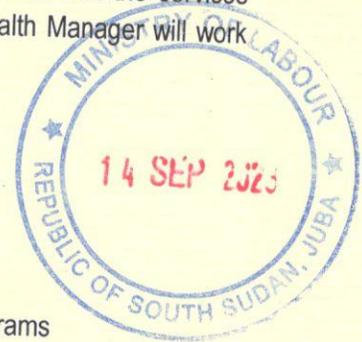
JOB SUMMARY

Based in Juba, the Assistant Health Specialist will provide technical support for the implementation of the Covid 19 vaccination campaign in the four counties of Nasir, Ulang, Maiwut and Longechuk. The Health Manager will also provide technical support to the Field teams and ensure that the services provide at the supported health facilities meet the minimum standards. The Health Manager will work directly under the supervision of the Health Specialist.

DUTIES AND RESPONSIBILITIES.

Program Management

- Work with the Health specialist in strategic planning for future health programs
- Work with the Health specialist in ensuring that field-based health teams integrate different health related sectors (mental health, nutrition and GBV) into proposed programing.
- Facilitate the implementation of monthly work plans for health programs in liaison with field-based health staff.
- Support in organizing and coordinating technical review meetings with field-based staff on a quarterly basis.
- Participate in relevant monthly technical working group meetings scheduled by MOH.





- Ensures quality clinical consultations, treatment, referral and follow up activities follow the MoH and International (WHO) recognized protocols.
- Provide timely and quality project reports (monthly, quarterly, and annual) to the health specialist.
- In collaboration with field-based health and MEAL team contribute to documentation and dissemination of lessons learned and best practices
- Work closely with field-based health teams and ensure quality benchmarks are utilized in service delivery.
- Represent UNKEA in coordination meetings, forums and inter cluster meetings such as the health and nutrition cluster meetings as well as quarterly review meetings with other stakeholders.

Procurement and logistics roles

- Working with logistics department, will provide oversight for all project logistics and supply chain management ensuring that all supplies are well utilized with proper documentation of quantities received and quantities issued to various health projects.
- Advise the procurement team on medical equipment and supply specifications that meet donor requirements.

Human resource/Administrative roles

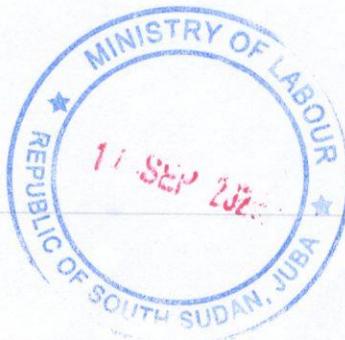
- Will support the supervision of all project staff in the different project locations.
- Support recruitment of health workers in supported projects.

Financial Management

- Working with finance officer, support finance activities ensuring project resources are spent in line with donor requirements and guidelines and that liquidations are submitted in time.
- Ensure that financial utilization is in accordance with the approved budget and in compliance donor requirements.

Job Requirements:

Education:



- At least three years of demonstrated experience in implementing public health and vaccination related interventions.
- Demonstrated experience operating within the primary health care system in South Sudan.
- Ability and self-discipline to work with minimum or no supervision.
- Skills: Cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Planning and organization competencies
- Computer skills including word processing, PowerPoint and excel.
- Ability for analytical and creative thinking for rapid solution(s).
- Ability to produce high quality output with desirable results.
- Good Communicator with strong inter-personal skills to deal with persons of various cultural and educational backgrounds.

UNKEA's talent acquisition procedures reflect our commitment to safeguarding the rights and dignity of all people - especially children and vulnerable adults - to live free from abuse and harm.

How to Apply

Interested Candidate can send his/her CV to "The Head of HR" UNKEA South Sudan HQs Office, Juba at Kator, Tombura Road, 17th Avenue or alternatively email your application to:

jobs@unkea.org/unkea.southsudan@gmail.com

Deadline on 5/10/2023 at 5:00 PM CET

