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Approved by Labour office



## VACANCY ANNOUNCEMENT

Position: Senior Project Officer- ~~COMM~~ Project  
Band/level: 8A  
Reports to: Senior Health Manager  
Department: Health  
Location: South Sudan, Aweil East, Maluakon, Field Office  
Duration: 12 Months  
Start date: 1<sup>st</sup> July 2023



### BACKGROUND

The International Rescue Committee (IRC) responds to the world's worst humanitarian crises and helps people to survive and rebuild their lives. Founded in 1933, the IRC offers lifesaving care and life-changing assistance to refugees forced to flee from war or disaster. The IRC has been present in South Sudan since 1989. South Sudan declared independence in July 2011 following decades of brutal civil war rooted in disputes over religion, ethnicity, resources, governance, and self-determination. The security situation remains fragile and testing operational challenges abound. IRC-South Sudan operates a country office in Juba, field offices in Lakes, Unity, Northern Bahr el Ghazal, and Central Equatorial as part of the ten states.

Currently, IRC South Sudan implements programs in primary health care, integrated community case management, Nutrition, women's protection and empowerment, protection and access to justice and livelihoods.

EQUAL is a multi-country research consortium generating evidence on effective approaches for delivering life-saving maternal and new-born health (MNH) care in countries affected by conflict with consortium partners' shared commitment to reduce maternal and neonatal deaths by ensuring quality health services are accessible to every woman, and new-born regardless of where they live. The International Rescue Committee is the lead organization in the Ensuring Quality Access and Learning (EQUAL) for Mothers and New-borns in Conflict-Affected Contexts Consortium funded





through FCDO's 'Filling the Gaps in Evidence: Building Stronger and More Resilient Health systems Research Program Consortia (RPC)' mechanism. The objective of this project is to produce rigorous, operationally relevant research and evidence to improve maternal and neonatal health in low-income, conflict-affected contexts and produce evidence that is accessible to decision-makers influencing strategic investment, policy, and programming to improve MNH, at the national and global level. In South Sudan, the IRC will lead the EQUAL consortium to conduct two priority research studies which include: Policies and Practices Impacting MNH and Community-delivered MNH services.

## **JOB SUMMARY**

The Deputy Health Manager while reporting to the Health Manager at the field level and the Maternal and Child Health manager (on technical matters) will be responsible in overseeing the program implementation of the community based maternal and new-born care project in Aweil. S/He will provide leadership for the MNH project at the field level and ensure project activities and indicators are met within the constraints of IRC policies and donor regulations. S/he will conduct clear communication, orientation, and coordination with stakeholders in a complementary manner.

## **KEY RESPONSIBILITIES**

- Provide technical oversight and program implementation support to the program staff, track the project activities, and provide support such as facilitation of community engagement, social mobilization activities, and project documentation.
- Lead and facilitate selection, training and implementation of the community based maternal and neonatal health care services provision in Aweil East County. This will include the provision of regular supportive supervision, field monitoring activities, and on-job and refresher training for BHWs.
- The Deputy Health Manager will support coordination and represent IRC to stakeholders such as the county health department and state Ministry of health.
- Support in the design of an effective, feasible, accessible community based maternal and newborn health care project that will be aligned to the national MOH policy guidelines.





- Support the research managers, officers, and M&E in conducting formative research that will inform the approach study team will use to implement and/or strengthen community based maternal and newborn health program including qualitative research on women's pregnancy journey and BHWs experiences implementing community level Safe motherhood interventions.
- Ensure client feedback and responsiveness response mechanism and tools are in place and adapted by the BHWs in coordination with the M&E sector.
- Represent CBMNC/EQUAL to local communities, government departments, international agencies, and local partners based in Aweil East.
- Attend relevant meetings, prepare meeting notes as required, and share these with all concerned.
- In collaboration with the research team, schedule, and conduct sensitization meetings with MoH Officials and other implementing partners on the study protocol at the County level
- Coordinate meetings with IRC and state MoH officials to update on study progress and share interim results
- Represent EQUAL in health and RH coordination meetings at the state level to provide updates on the progress and share any lessons learned and best practices.
- Directly supervise Boma Health Supervisors and Boma health workers, providing ongoing leadership to the project team and overseeing implementation of activities plan to ensure targets are met.

### **Budget & Reporting**

- Participate in the monthly budget reviews and make appropriate financial and logistics staff recommendations.
- Work on developing the item forecast for each activity and get the necessary approval.
- Ensure that assigned budgets are spent according to the approved work plan.
- Support with the logistic and financial tasks related to any planned field activities

### **Monitoring & Evaluation**

- Participate in the design of the program's M&E plans and design/adapt the required tools for program documentation.





- Take lead and participate in monthly review of all program's data, including appropriate analysis and develop monthly reports, while ensuring submission of reports as per donor and IRC requirement.
- Conduct monthly program performance reviews in collaboration with the Research manager and field-based Health manager and ensure feedback sessions with the staff for corrective action.
- Participate in regular reports for the respective donors and IRC
- Conduct regular project review meetings, incorporating both qualitative and quantitative data, with field-based staff to assess the level of achievement of project targets for the assigned health grants

Support in coordinating the capacity building for IRC and county health staff where appropriate, Relevant training may include Boma Health initiative strategy, safe motherhood, birth spacing, and community based maternal and newborn health. as well as other identified areas to build the knowledge and implementation of CBMNH activities throughout the project

**Key Working Relationships:**

**Position Reports to: Health Manager**

**Other Internal and/or external contacts:**

- Maternal and Child Health Manager, M&E officers, M&E manager, Research officers, Research Manager and Principal Investigator

**REQUIRED QUALIFICATIONS:**

- Education: South Sudanese with University Degree or Diploma in public health with a minimum of 2-4 years of work experience at community level, preferably in implementing, running, and coordinating community or boma health programs.
- Proven experience in community mobilization and awareness-raising activities.
- Experience in mentoring and training; experience in supervising staff and BHW desirable.
- Knowledge of social organization at the Boma level and community health issues
- Good analytical, understanding of budget management and reporting skills Excellent communication skills and the ability to lead, train and motivate a team

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- At least three years of similar experience in Health, Nutrition, and public health fields
- Fluency in English and local Arabic both oral and written
- Good knowledge of computer management and applications.
- Proven analytical, communication/ negotiation skills and ability to think strategically.
- Willingness/ability to travel to locations and live in challenging environments
- Experience in working collaboratively with the local and national government
- Experience building successful, trusted relationships with community members, especially community health workers, community leaders and MoH.
- Females are highly encouraged to apply

**Working Environment:** it is 100% based in Aweil East

**Standards of Professional Conduct:** The IRC and IRC workers must adhere to the values and principles outlined in IRC Way - Standards for Professional Conduct. These are Integrity, Service, and Accountability. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

**Gender Equality:** IRC is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including parental leave, gender-sensitive security protocols and other supportive benefits and allowances

**Equal Opportunity Employer:** IRC is an Equal Opportunity Employer. IRC considers all applicants based on merit without regard to race, sex, colour, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable law.

**How to apply:**

Interested applicants should submit a **CV with 3 references** and a copy of their **national ID/academic certificates** to Human Resources Department at IRC Maluakon /email to: [ss-HR@rescue.org](mailto:ss-HR@rescue.org) . **Applications are due by 28<sup>th</sup> June 2023@5:00pm**

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**NOTE:** Only short-listed candidates will be contacted, and all the photocopies will remain the



property of IRC

WOMEN ARE STRONGLY ENCOURAGED TO APPLY!



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**INTERNATIONAL RESCUE COMMITTEE  
SOUTH SUDAN PROGRAM**

**VACANCY ANNOUNCEMENT**

Position: Senior Health Manager  
Band/level: 7A (National Position)  
Reports to: HPF Coordinator  
Department: Health  
Location: South Sudan, Aweil East, Malualkon, Field Office  
Duration: 12 Months  
Start date: 1<sup>st</sup> July 2023



**Organization Description**

The International Rescue Committee, one of the world's largest humanitarian agencies, provides relief, rehabilitation, and post-conflict support to victims of oppression and violent conflict in 42 countries. IRC is committed to bold leadership, innovation, and creative partnerships. South Sudan, an independent nation since 9 July 2011, is emerging from decades of brutal civil war rooted in disputes over religion, ethnicity, resources, governance, and self-determination. The security situation remains unpredictable, and the operational context is challenging. IRC has operated in South Sudan for over 30 years now delivering humanitarian relief, post-conflict assistance, and development programs in both refugees, internally displaced and host community settings. IRC operates in 9 field offices including in Juba with field program portfolio covering health, nutrition, child protection, Economic Recovery and Development (Livelihoods), women's protection and empowerment and general protection. IRC continues to provide life-saving assistance and humanitarian aid to vulnerable South Sudanese and continues to work with the affected to rebuild their lives and restore peace.

**Program Background:**

The IRC has been working in South Sudan since 1989. During this time, have strong sustainable relationships with local community structures have been established. The IRC implements programs in South Sudan through 7 field offices distributed across Northern Bahr el Ghazal, Unity, Lakes and central Equatoria States. In Unity State, IRC delivers health, nutrition, women's protection and empowerment, child protection and livelihoods projects across 5 Counties. This is done in close collaboration stakeholders. IRC provides health and nutrition services as the lead Health Pooled Fund Partner in Lot 21 (Koch, Leer, Mayendit and Panyijiar Counties) and in Aweil East County.

**JOB PURPOSE:**

Based in Aweil East- Malualkon the Senior Health Manager (SHM) is responsible for the coordination of all project activities and staff at the field level. S/he will be responsible for technical leadership and administrative oversight of the program and will serve as the principal liaison to the donor and state government entities. S/he will manage a team of health technical specialists, engage closely with County and State Ministry of Health officials and community representatives, and ensure quality, timeliness, and efficiency of all services and activities generated under the grant. The Health Manager is expected to have strong leadership qualities and in-depth technical and management expertise. S/he also provides strategic leadership and supervision of sub-grantees and sub-contractors while ensuring the security, feasibility, and sustainability of the program and contribution to the overall objectives of the International Rescue Committee and Health Pooled Fund project.





## **SPECIFIC RESPONSIBILITIES:**

### **Project Implementation**

- Ensure implementation of the agreed plan for the health project in compliance with The International Rescue Committee strategies and priorities.
- Provide management and technical support to health staff and partners at the County level as appropriate.
- Direct and oversee grant implementation, ensuring that all strategic objectives are met through proper design, staffing, implementation, and quality assurance.
- Supervise a team of technical specialists and engage closely with the County Health Department and State Ministry of Health staff with skills across a diverse set of technical areas in health.
- Take lead in coaching, technical advice and other capacity building methodologies or inputs for the national staff and county health department staffs that are implementing the program.
- Technically provide support to the CEmONC facility in Maluakon PHCC.
- Establish and maintain effective project reporting, evaluation, and communication systems.
- Submit timely accurate and professional reports that meet donor requirements.
- Manage grant/project budget within approved spending levels and ensure accurate and timely financial reports to donors.
- Liaise with local government officials, local communities, donor representatives and other stakeholders as appropriate.

### **Grant Planning & Implementation**

- Prepare and maintain/update detailed work plan(s) that support and achieve the project's activities and indicators within the grant timeline.
- Provide direction and monitor staff to ensure quality and timeliness of project implementation. Share relevant feedback to the team to improve quality and achieve timelines.
- Approve expenditures to the designated level; manage/monitor monthly expenditures and track budgets to ensure that all spending is in line with approved budgets and timelines, including developing procurement plans, monthly program spending plan and cash forecasts.
- Assure appropriate and timely spending of grants to achieve program goals, grant reporting contributions, use and distribution of supplies and resources.

### **Coordination & Representation**

- Work closely and coordinate with IRC Global Supply Chain, finance, and grant departments to ensure timely implementation of program activities and expenditures, including active participation in grant opening/closing and review meetings as necessary.
- Undertake/participate in liaison, coordination, and information sharing activities with local committees, national NGOs, international organizations, donors, and government representatives.
- Ensure that information from coordination meetings is shared internally and with other sectors, as appropriate.

### **Partner Management**

- Serve as the main focal point in the field for IRC's implementing partners; maintain respectful and constructive relations and ensure regular meetings and ongoing coordination.
- Regularly monitor performance of the partners to achieve the project's set objectives; provide technical support and guidance; share relevant information and direction to improve quality and achieve timelines.
- Review partner's financial and narrative submissions, including M&E data; provide advice and guidance to improve accuracy and quality as required.

### **Program Development**

- Lead on data collection, assessments, and proposal development for the sector.



- Working with the Monitoring and Evaluation team to ensure HMIS data recording in the IRC supported health facilities, support the compilation of data and generation of quality reports on a regular and timely manner.

#### Monitoring responsibilities

- Undertake regular field monitoring visits to assess progress, conduct QOC assessments and identify technical quality issues and/or other implementation issues. Provide solutions and implement modifications as required.
- Ensure all monitoring activities are fully documented, including systematic and timely data collection as required under the grant and for IRC M&E purposes.
- Produce/contribute to IRC and donor reports as per set schedules (weekly, monthly, quarterly, and annually) (including grant activities, indicators, and achievements).

#### Other duties

- Consistently and proactively monitor/assess the safety and security of the team; promptly reporting concerns or incidents to IRC management and liaising with community leaders and other external parties as required to maintain/enhance the security environment for IRC programs.
- Other duties as assigned by the supervisor to enable and develop IRC programs.

#### **Qualification and experiences:**

- Medical Doctor (MPH preference) with at least five years of relevant health experience preferably in INGOs. MUST have medical background.
- At least 3 years of humanitarian project management experience coordinating, implementing, and managing health programs in emergency contexts and/or refugee settings.
- A wide range of technical expertise, professional competence, and relevant academic background in human capacity building in the health sector, particularly maternal and child health and family planning.
- Demonstrated leadership, communication, training, and coordination skills.
- Experience in leading and managing large grants in a complex environment.
- Experience managing sub grants and contracts under grants for complex projects.
- Excellent knowledge on rules and regulations governing implementation of FCDO funding.

#### **Required: Experience in South Sudan and/or in other African countries is a strong asset**

- Knowledgeable on Health System Strengthening approaches in South Sudan
- Excellent computing skills including Microsoft Office packages including MS Word, Excel, Power Point Epi-Info/SPSS and Outlook and Database
- Able to analyze large data sets for use in reporting.
- Fluency in both written and spoken English.

#### **Standards for Professional Conduct:**

**THE IRC Way:** The IRC and IRC workers must adhere to the values and principles outlined in IRC Way - Standards for Professional Conduct. These are Integrity, Accountability, Service and Equality. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity Anti-Retaliation and Combating Trafficking in Persons

**Gender Equality:** IRC is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including parental leave, gender-sensitive security protocols and other supportive benefits and allowances.

#### **Work Environment:**

Security level orange. The situation in Juba is calm now. Hopes the signed peace agreement will improve the life of the people all over the country.





**Housing:**

Staff will be accommodated in basic housing according to IRC standards. In MalualKon, the accommodation is in a non-self-contained basic room with shared toilet and bathroom facilities. Electricity and internet are available. Individual contributes towards food which is prepared in a communal kitchen in the compound by a hired cook.

**How to Apply:**

Interested applicants should submit an updated **CV with 3 references** (please indicate referees telephone number and email address) and copies of academic and training certificates, and **daytime telephone contact** addressing it to the Human Resources Department or email to: [ss-HR@rescue.org](mailto:ss-HR@rescue.org)

Deadline for submission: <sup>20th</sup> 28<sup>th</sup> June 2023



**NOTE:** Only short-listed candidates will be contacted and attach photocopies only. Original documents will be asked at the interview panel and all the photocopies will remain with IRC. Due to the urgency to fill this position, applications will be reviewed on rolling basis until the position is filled means the position may be filled before the deadline.

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