



**Impact Health Organisation**

**IMPACT HEALTH ORGANISATION**

Juba South Sudan  
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*50-H-3  
Approved by  
Inspector of Labour  
21/5/2024*



**Job Opening**

meal-officer

<b>Job Title:</b>	MEAL Officer	<b>Designation:</b>	MEAL Officer
<b>Company:</b>	Impact Health Organisation-IHO	<b>Department:</b>	Health - IHO
<b>Status:</b>	Open		

<b>Planned number of Positions:</b>	0
<b>Vacancies:</b>	0
<b>Route:</b>	meal-officer

**Background**

Impact Health organization is a national non-profit, non-governmental humanitarian organization established in 2013 and is fully registered with the Relief and Rehabilitation Commission (RRC) of the Ministry of Humanitarian Affairs and Disaster Management under the NGO Law of the Republic of South Sudan. IHO's primary mission is to help vulnerable communities make immediate and lasting changes to manage and maintain their own health and well-being. IHO's major interventions include Health, Nutrition, Wash, GBV/Protection and Climate Change.

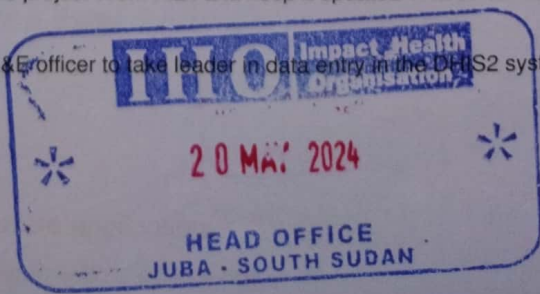
With funding from the MTDTF, Managed by UNICEF IHO will implement the Health Sector Transformation Project (HSTP) in Coordination with the Ministry of Health in Terekeka County, Central Equatorial State South Sudan Starting July 2024. The Project will focus on providing MNCH, CEMONC, BEMONC, PHC and Community Health through BHI Services.

**Reporting to: County Coordinator**

**Roles & Responsibilities/Job Description**

**Implementation of M&E and coordination:**

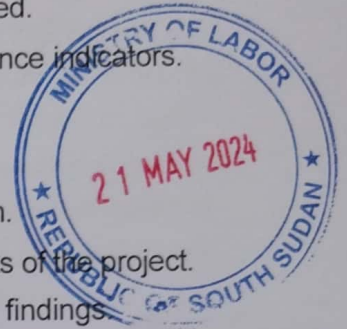
- Assist in the development and/or finalization of the project Work Plan and keep it updated in accordance with project activities and timeframes as relevant.
- Provide support and mentorship to the County M&E officer to take leader in data entry in the DHS2 system.



- Work with the M&E manger to develop the overall framework, for project M&E, for example mid-term project review, impact assessment, final evaluation, develop project Performance

### **Monitoring Plan with relevant data collection systems.**

- Review the quality of existing data in the project subject areas, the methods of collecting it, and the degree to which it will provide good baseline statistics for impact evaluation.
  - Organize and undertake training with collaborating partners on M&E as required.
  - Collect data on a regular basis to measure achievement against the performance indicators.
  - Check project data quality with health technical staffs.
  - Maintain and administer the M&E database; analyze and aggregate findings.
  - Support project progress reporting, project mid-term review and final evaluation.
  - Identify lessons learned and develop case studies to capture qualitative outputs of the project.
- Provide advice to the supervisor on improving project performance using M&E findings
- Consolidate indicator performance trucking tool for the project at the field level.
  - Support the development of appropriate ate databases to meet the information needs of the project.
  - Work with the communication team in developing and disseminating cases studies/success stories from targeted beneficiaries.



### **Communication:**

- Produce reports on M&E findings and prepare presentations based on M&E data as required.
- Provide the County coordinator with management information she/he may require.
- Check that monitoring data are discussed in appropriate forum and in a timely fashion in terms of implications for future action. If necessary, create such discussions to fill any gap.

### **MINIMUM QUALIFICATION/EXPERIENCE**

- Diploma/degree in statistics, Monitoring and evaluation, Development studies or a related field.
- 2-3 years of experience in conducting MEAL activities.
- Experience in assessing staff M&E needs and providing in-person or remote trainings to staff or partners with di rent exposure to MEAL policies and procedures.
- Strong interpersonal skills and able to communicate, in English clearly both verbally and in writing and with all Levels of staff (communications)
- High degree of flexibility to carry out their actions if the need arises.
- Experience in writing and reviewing reports.
- Proficient in computer programs such as Word & Excel.



### **SKILLS AND ATTRIBUTES**

- Excellent analytical and logic skills
- Should be familiar with at least one M&E software application.
- Self-starter and independent thinker and willing to follow instructions.
- Team player with friendly personality; able to build strong interpersonal relationships with the local

communities.

- Able to work under pressure and with people from diverse cultures and backgrounds.
- Flexible work style and with an interest in being part of a dynamic and evolving team.
- Excellent oral and written communication skills (English and spoken Arabic).
- The advantage of having worked in Terekeka County is desirable.

### Prevention of Sexual Exploitation and Abuse

IHO has a zero tolerance policy with regard to Sexual Exploitation and Abuse by IHO's personnel against the people they serve. All forms of sexual exploitation and abuse are incompatible with the universally accepted norms, values, principles and standards that underpin IHO. Protection from Sexual Exploitation and Abuse (PSEA) is the responsibility of everyone and all selected candidates will be required to comply with IHO's PSEA Policy at all times. Selected candidates will therefore undergo rigorous reference and background checks against their past behaviors related to sexual exploitation and abuse and may be required to provide additional information further on in the selection process

### How to Apply:

Applications should include an updated Curriculum Vitae (CV) and cover letter. In the cover letter (of no more than two pages in length) the candidate should briefly describe his or her motivation for the position and highlight relevant experience. The above documents can be delivered to IHO Head Office, Bilpham road TongPing, Juba-South Sudan, Or sent in soft copy to:

**[hrm@ihosavinglives.org](mailto:hrm@ihosavinglives.org)** cc. **[jobs@ihosavinglives.org](mailto:jobs@ihosavinglives.org)** Only shortlisted candidates will be contacted. Due to the urgency of these roles,

Deadline for Application **07 June 2024**. IHO reserves the right to shortlist applications prior to the closing date. This is a National Position therefore ONLY South Sudanese Nationals are encouraged to apply.

