



**VACANCY ANNOUNCEMENT-PROJECT OFFICER-H&N X2, (1 in NBeG & 1 in WBeG)**

Concern South Sudan is an international humanitarian NGO working in South Sudan since 1998. It is dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world's poorest countries through the provision of Health & Nutrition, Shelter, WASH and Livelihood activities in the three States of South Sudan. Concern South Sudan is looking for suitable candidates to fill the two (2) positions of **Project Officer** to be based in **NBeG (Nyamlei)** and **WBeG Raja)** respectively.

**Job Purpose:**

The principal objective of the Project Officer Mobile Team role is to coordinate the planning, implementation and monitoring of all mobile clinic outreach activities of Concern's Health and Nutrition programme. S/he will manage and lead a team of Clinical Officers, Nurses, Midwives, Vaccinators, CHWs, Social workers and ensure efficient and effective implementation of integrated health and nutrition outreach activities in hard to reach areas as per project plan, budget and timeline. The role will involve building capacity of community volunteers and staff in the assigned project areas, linking communities to services and strengthening community structures to improve community participation in seeking and utilizing health and nutrition services as well as addressing barriers that affect health and nutrition service delivery at facility level.

**Main Duties & Responsibilities:**

Provide technical support to mobile clinics team on delivering key components of the Basic Package of health and nutrition services.

- Lead the identification of needs for capacity-building actions and technical support areas.
- Train and Mentor the Clinical officer on effective planning, management methodologies, quality health service delivery, and reporting, monitoring, supportive supervision and coordination and resource mobilization.
- Organize joint supportive supervision using standard checklists, draw actions points from the joint visit and follow implementation of the action points.
- Coordinate the organization and delivery of the capacity-building actions such as regular mentoring, trainings, active participation in coordination meetings etc...
- Organize and conduct quarterly review meetings with CHD and key stakeholders to discuss the achievements, challenges and plan for the subsequent quarters
- Ensure the preparation of detailed implementation plan and work plans for the health and nutrition programme, in line with donor commitments and programme objectives.
- Prepare procurement plans for the purchase of materials and equipment for the health



& nutrition team, in line with donor funding.

- Manage the health & nutrition programme budget, including preparing budgets, tracking expenditure against approved budgets and proactively addressing over or underspends.
- Ensure that best practices and international standards are applied to the health and nutrition programme activities as relevant.
- Provide technical solutions to health & nutrition related issues facing the population in the areas of operation and contribute to the sector wide development of standards.
- Adapt and improve the existing programme on an ongoing basis, based on careful review of monitoring and evaluation findings and discussion with the Health and Nutrition Coordinators and Programme Coordinator-PRM
- Support with the management of the health & nutrition programme staff, ensuring that work plans are set and adhered to, identifying training and capacity building opportunities, and contributing to their capacity building and career development, including through on-the-job training.
- Support cross-sectoral periodic programme reviews in order to assess programme progress, capture lessons learnt and adapt programme strategies as necessary in accordance with Concern's results-based management principles. Ensure mainstreaming of cross cutting issues/approaches throughout the programme cycle including Gender, Protection, HIV and Aids, Rights Based Approach, Accountability and do no harm philosophy.

### **CRM Accountability**

In line with Concern's commitments under the Core Humanitarian Standard (CHS):

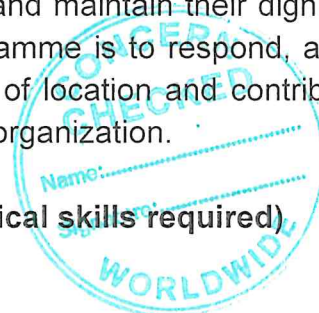
- Actively promote meaningful community participation and consultation at all stages of the project cycle (planning, implementation, M&E);
- Work with relevant colleagues to ensure that the Complaints and Response Mechanism (CRM) is functional and accessible, that feedback and complaints are welcomed and addressed;

work with relevant colleagues to ensure that information about CRM, safeguarding and expected staff behavior is disseminated among programme participants and communities particularly for EWEA beneficiaries.

### **Emergency Response**

Concern is committed to responding to emergencies efficiently and effectively in order to help affected people meet their basic needs, alleviate suffering and maintain their dignity. To this end, when emergencies strike and the South Sudan Programme is to respond, all staff are required to actively participate in the response, regardless of location and contribute to the efforts aimed at achieving the humanitarian objective of the organization.

**Person specifications (Education, experience and technical skills required)**





- Degree /Diploma Clinical Medicine & Community health/ Medical Assistant
- 3 Years work experience (at least 1 implementing community intervention)
- Relevant short courses in primary healthcare or nutrition
- Knowledge of clinical skills
- Ability to organize and provide supportive supervision
- Work experience in health and nutrition services provision at health facility level
- Experience in working with MoH staff providing capacity building
- Experience in integrated health and nutrition programme
- Communication skills verbal and written in English, Dinka or Jur Chol and Arabic
- Counselling, mentoring and Coaching skills
- Report writing skills
- Ability to talk to patients well
- Skills in working with partners and government line ministries



### ***Safeguarding at Concern: Code of Conduct and its Associated Policies***

*Concern has an organisational Code of Conduct (CCoC) with three Associated Policies; the Programme Participant Protection Policy (P4), the Child Safeguarding Policy and the Anti-Trafficking in Persons Policy, Anti-Fraud policy, conflict of interest and whistle blowing policy. These have been developed to ensure the maximum protection of programme participants from exploitation, and to clarify the responsibilities of Concern staff, consultants, visitors to the programme and partner organisation, and the standards of behaviour expected of them. In this context, staff have a responsibility to the organisation to strive for, and maintain, the **highest standards in the day-to-day conduct in their workplace in accordance with Concern's core values and mission.** Any candidate offered a job with Concern Worldwide will be expected to **sign the Concern Staff Code of Conduct and Associated Policies as an appendix to their contract of employment.** By signing the Concern Code of Conduct, candidates acknowledge that they have understood the content of both the Concern Code of Conduct and the Associated Policies and agree to conduct themselves in accordance with the provisions of these policies. Additionally, Concern is committed to the **safeguarding** and protection of vulnerable adults and children in our work. We will do everything possible to ensure that only those who are suitable to work or volunteer with vulnerable adults and children are recruited by us for such roles. Subsequently, working or volunteering with Concern is subject to a range of vetting checks, including **criminal background checking.***

### **HOW TO APPLY:**

1. Interested South Sudanese applicants who meet the above requirements are requested to submit their cover letter, updated CVs of not more than 3 pages, a copy of their nationality ID, and copies of educational certificates in a sealed envelope addressed to:
  - HR Department at Nyamlel field office( applicants in Aweil)
  - HR Department Juba office, located at Goshen House, Gate 2, second floor, (applicants in Juba)
  - HARD Office located at Sika Hadit, Wau town ( applicants in Wau)



- Raja County Education Office through HARD ( applicants in Raja)
- Or send via email to [vacancies.juba@concern.net](mailto:vacancies.juba@concern.net) (advert is open from ~~Thursday 22nd August 2024~~ <sup>Thursday 10th Sept</sup> to ~~Tuesday 10th Sept~~ <sup>Thursday 10th Sept</sup> 2024).

2. The position is a local recruitment and strictly open to South Sudanese nationals from Western Bhar el Ghazal State (WBeG) and Northern Bhar el Ghazal State (NBeG)
3. Only shortlisted candidates will be contacted and applications submitted will not be returned
4. Do complete the summary profile and criminal background check forms when submitting your application

**CONCERN WORLDWIDE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT CHARGE FOR ANY KIND OF RECRUITMENT. WOMEN ARE STRONGLY ENCOURAGED TO APPLY TO OUR ORGANIZATION. WE CELEBRATE DIVERSITY.**

