



CARE SOUTH SUDAN



CARE South Sudan is an International NGO working in South Sudan. CARE and its partners work with vulnerable communities to address the underlying causes of poverty and promote peace and development, through its strategic goal to reduce poverty by empowering women, enhancing access to resources and services, and improving governance.

Position:	<b>Health Officer</b>
Department:	<b>Health</b>
Location:	<b>Abiemnom</b>
Reports to:	<b>Health Manager</b>
Provides supervision to:	<b>As designated by the supervisor</b>

### Job Summary

The health Officer is responsible for the overall delivery of this project. S/he is responsible for managing HPF3 county activities, planning, implementation, monitoring, manage all security, logistics, and procurement issues, strengthen county health department, reporting and coordination with the county authorities and partners.

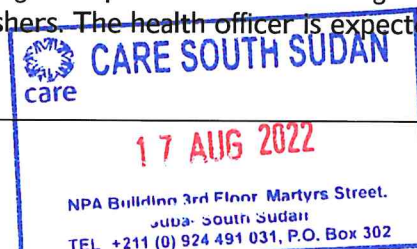
The incumbent will work in collaboration with the project team including PHCC Supervisor, MEAL officer, health manager who will provide necessary supports for the successful implementation of HPF Project in Abiemnom. Health officer will ensure smooth running of the project through proper management of the health workers and the PHCC supervisor, ensuring that they are trained on any identified gaps during support supervision.

The health officer is responsible for health and BHI supplies dispatch and accountability by providing up to date inventory of all health facilities and BHI supplies and act promptly for any low stock. This position also oversees all HPF related interventions in the area ensuring strategies are in place to prevent and effectively manage malaria at community and facility level.

### Specific Responsibilities:

#### Planning and Management:

- Improving on linkages between the facility, CHD, community, and the implementing agency, the health officer is strongly required to strengthen the AAP mechanism in the in the facilities and Bomas where health activities and BHI services are supported.
- Conduct routine assessments and monitor health trends to inform programming.
- The health officer is required to identify gaps and arrange competence-based trainings of the clinical staff and Boma Health workers including refreshers. The health officer is expected to do a



diligent follow up after conducting a training, to ascertain whether the clinical staff and supervisors understood and are putting the acquired knowledge into practice.

- Reporting: It is the role of the health officer to ensure that the M&E and BHW supervisors collect, compile, and submit reports from all health facilities and BHWs in time at the end of every month. The officer will then review the reports for accuracy/consistency, ensuring that any data errors are verified with the relevant supervisor to ensure it is corrected before consolidating for submission to the donor.
- Availing M&E tools as may be required for the implementation of the HPF activities in the County. These tools include reporting tools, registers, and tools for supplies tracking.
- Supplies management: Oversee the supplies that are intended for the health facilities and BHI activities. It is the duty of the officer to ensure that Facilities and BHI supplies are used for only the purpose they are intended for, by liaising with the health facilities that supervise these and health BHI services particularly working hand in hand with the facility in-charges and dispensers.
- Conduct regular support supervision to both the PHCC Supervisor and BHW direct supervisors, providing the required support in line with the identified gaps. The health officer is expected to regularly conduct register review to ensure data quality
- Carry out additional responsibilities and projects as assigned, including administration, and planning functions.

### Service delivery

- Conduct competence-based trainings for planned trainings in the project.
- Support the start-up and scale up of life saving health interventions.
- Ensure all sites are regularly supervised and provide all essential services in the project.
- Ensure that all sites are provided with supplies necessary for their full functioning,
- Collaborate with the nutrition officer to ensure integration of service delivery.
- Ensure that VHT and BHWs are fully engaged to support and participate in health service delivery.
- Work with communities to ensure that there is appropriate referral of patients.
- In consultation with team on ground, identify sites for outreach services provision.
- Work with health facility heads and health authority to ensure availability of referral /ambulance services.
- Collect and analyse data and write reports in a timely manner as may be required
- Participate in assessment of the health needs of the served community.

### Monitoring Evaluation, accountability, and learning

- Participate in the development of work plans and program evaluations.
- Ensure weekly updates are shared timely
- Work closely with the M&E officers to ensure timely and correct data entries.
- Provide timely and accurate monthly and quarterly reports.
- Participate in monitoring and evaluation of the facility activities

### Recording keeping and reporting of activities

- To keep all record and registers for Health facilities and BHI
- To compile monthly health facilities and BHI Reports and hand over to supervisor
- Compile drug stock reports, wastage and balances and submit to Supervisor.



**Accountability:**

- Holds self-accountable for making decisions, managing resources efficiently.
- Holds the team accountable to deliver on their responsibilities - delivering in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved

**Ambition:**

- Sets ambitious and challenging goals for themselves (and their team), takes responsibility for their own personal development, and encourages others to do the same
- Widely shares their personal vision for CARE, engages and motivates others
- Future orientated, thinks strategically

**Collaboration:**

- Builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
- Values diversity sees it as a source of competitive strength
- Approachable, good listener, easy to talk to.

**Creativity:**

- Develops and encourages new and innovative solutions
- Willing to take disciplined risks

**Integrity:**

- Honest, encourages openness and transparency

**Qualifications: Education/Knowledge/Technical Skills and Experience****Qualifications and Experience**

- Health background plus a degree in Public Health
- Additional trainings in community health is added advantage
- Experience facilitating competence-based BHI trainings.
- Experience working with UNICEF funded project.
- 03 years' experience working with an International NGO will be an added advantage

**Skills/Abilities**

- Good knowledge of computer systems and applications (Word, Excel,)
- Ability to write and interpret reports and training
- Fluent in English (spoken and written), working knowledge of Arabic or local language is a major asset.
- Have the capacity to live and work with people of different backgrounds Enhance team spirit, good communication skills, flexible and can live in an isolated area with basic services.
- Knowledge in Social work
- Good communication skills

**Key Relationship:**

- PHCCs Clinical staff
- County Health Department staffs
- BHWs
- BHW Supervisors
- Children within the immunization age bracket



## HOW TO APPLY

The position will be based in **Abiemnom**. This position is **ONLY** open to South Sudanese Nationals. Opening Date **17<sup>th</sup> August 2022** and Closing date CARE receiving applications will be **5<sup>th</sup> September 2022**.

Applications and CVs should be delivered to: [jobs.southsudan@care.org](mailto:jobs.southsudan@care.org) or Hand delivery to: CARE Office NPA Building 3rd floor, Martyrs Street opposite to UNICEF or **Abiemnom** Field office.

CARE is an Equal Opportunity Employer, promoting gender, equity and diversity and women candidates are strongly encouraged to apply.

