



CATHOLIC MEDICAL MISSION BOARD
JOB ADVERTISEMENT

Director of Labour

JOB TITLE:	Senior Program Coordinator (Children & Mothers Partnerships- CHAMPS)
LOCATION:	Yambio
REPORTING TO:	Program Director
Closing Date:	18 th July 2023

About CMMB

Catholic Medical Mission Board (CMMB) is an International Non-Governmental Organization that believes in a world in which every human life is valued, and health and human dignity are shared by all. CMMB believes that access to quality healthcare is a basic human right. For more than 100 years, we have worked with global partners to deliver locally sustainable, quality healthcare solutions to women, children and their communities. CMMB is committed to making these rights a reality for all.

CMMB believe change starts with her. We work tirelessly for women's and children's health because they are disproportionately affected by illness and poverty. We know that healthy, educated, and empowered women are better able to raise healthy, educated, and confident children, and that communities depend on healthy thriving individuals. We're making an impact – learn more on our website at www.cmmb.org

CMMB South Sudan is committed to learning and evolving in order to build on the gains made in the last 10 years through strong vertical and horizontal team structures in alignment with related national strategies of the South Sudan Ministry of Health (MOH), in order to meet the 'SDG goal 3' by 2030.

We believe in people. We strive to live out our core values of collaboration, love, excellence and respect every day. We provide our employees with a competitive salary and a meaningful benefits package, with opportunities to learn and grow. We especially encourage all persons of diverse backgrounds to apply. Read more from our President & CEO below.

DEPARTMENT SUMMARY





CMMB's Program Department plays a critical role in delivering life-saving programs, ensuring access to quality health services through health systems and local capacity strengthening. CMMB's Program Management approach strives to utilize its resources in achieving its program goals through a cost effective and efficient system. The department works to ensure that all activities implemented are in compliance with CMMB policies, the National Ministry of health policies and donor requirement. Through a team of dedicated staff, the team upholds utmost integrity, honesty and love in the execution of their roles to achieve CMMB's vision, mission and core values.

CMMB seeks a Senior Program Manager (SPM) to manage the CHAMPS program in South Sudan, also known as "Children and mothers' partnerships (CHAMPS), CMMB's commitment and signature approach to building long term community capacity for protecting the lives of vulnerable women and children. The CHAMPS program integrates all key areas of maternal, newborn, and child health. Reporting to the Program Director, the Senior Program Manager for CHAMPS will provide technical support to the program on all related planning, budgeting, implementation, monitoring, compliance, reporting and facilitation of daily activities. The incumbent will supervise two Deputy Coordinators: one managing the MNCH program and the other managing the related WASH and Community mobilization aspect of the program; ensuring that these components are managed horizontally as an integrated program. As this program is implemented in four (4) Country Offices in the CMMB Global programming, the SPM will also work closely with the NY-based technical team as part of the CMMB global CHAMPS community.

KEY RESPONSIBILITIES:

Under the supervision of the Program Director and working in collaboration with the NY-based programs team:

- Ensure quality execution of CHAMPS through focused and closed implementation monitoring, routine data and technical reviews, and impact data reporting and storytelling. Establish and maintain deep partnerships with key program stakeholders including the MOH offices at all levels, St Therese Hospital in Nzara, community and health leaders in program communities, and actors among the health cluster, with the chief aim of achieving real alignments, synergies, and efficiencies.
- Develop and maintain in-depth understanding of gaps and programmatic priorities, and ensure deep understanding of CHAMPS outcome gaps among project staff; lead internal CHAMPS data



reviews to promote learning and project quality; provide recommendations for adjustments of technical focus as necessary

- **Provide technical support to all lead personnel and seconded staff assigned to the program, ensuring adequate supervision following a clear and rigorous program implementation framework, while strengthening technical and managerial capacity of direct reports through delegation, mentorship, and coaching.**
- **Work closely with other program leads, namely the Nutrition, Child Protection and GBV Program Managers as well as the Covid-19 Program Coordinator, to ensure effective delivery of CMMB's integrated approach; weave the team into a high-performing team, strengthening the culture of collaboration through trust, clearly defined staff roles, access to tools and resources, collective goals and clear and regular communication.**
- **Support the annual workplans and budget development process; work closely with the Program Director and the Finance Manager to ensure all aspects of the program, including operations and program support needs are taken into account in the budgeting process; carefully.**
- **Work with other relevant CMMB departments/units (Procurement, Administration, Human Resources) internally to ensure program resources are procured in a timely manner, the necessary logistics are in place for timely activities, and staff are better supported to cope in these unprecedented times.**
- **With support from deputy coordinators, prepare monthly activity schedules and project reports and submit them on time; document "good practices" and develop an effective program approach that supports learning and promotes good practices, sharing lessons learnt and good practices beyond the organization.**
- **Ensure that managerial, administrative, and financial procedures comply with CMMB and donor policies and procedures, and that the project is implemented according to CMMB business principles, policies and procedures, bringing any issues of risk, liability, fraud or abuse to the immediate attention of the Program Director or Country Director, or through appropriate channels set up for managing complaints where applicable.**
- **Represent CMMB in external forums, promote CHAMPS work and advocate for uptake of its best practices at all levels.**
- **Contribute to strengthening new proposal development or project design**



QUALIFICATIONS AND JOB REQUIREMENT

The following knowledge, skills and abilities may be acquired through a combination of formal education, prior experience, or on the job training:

- Bachelor's degree in public health or related studies; degree in medicine a plus
- Five (5) or more years of public health program implementation and/or management experience with focus on health system strengthening, and excellent knowledge in people and budget management; experience in community-based health system strengthening a plus.
- Proven ability in technical skills training, coaching and mentoring of senior program staff, as well as creating a conducive learning environment.
- Strong command of presentation, written and oral communication in the English Language.
- High networking and diplomacy skills.
- Strong project planning, management, monitoring and evaluation skills.
- Strong knowledge in capacity building on safe motherhood/maternal and neonatal care.
- Strong knowledge in behavior change communication on maternal and child health care
- Strong knowledge in computer applications including word processing and spread sheet.
- Must be a team builder committed to the transfer of knowledge.
- Willing to travel extensively and cover difficult assignments within Western Equatoria.

How to Apply

Interested applicants should submit their application together with resume/CV including telephone and email contacts of three (3) referees as well as your daytime telephone/cell phone contact number to CMMBSouthSudanjobs@cmm.org indicating the position and location you have applied for on the subject line of your email. Alternatively, you can submit a hard copy to our offices at the following address in Yambio.

CMMB Yambio Office

Human Resource Office,
Gbudue Stadium Road, Block 9, Plot No.93, Yambio, Western Equatoria State
Or CMMB Tambura Office.

Please note:

1. Deadline for receiving application for this position is July 18, 2023.
2. CMMB South Sudan promotes gender equality and encourages qualified female candidates to apply.

Only short-listed candidates will be contacted for assessments.

