



## JOB VACANCY ANNOUNCEMENT.

External

N0.MBN-HPO/2022/08/30-N

**Job Title:** Health Project Officer – Non-relocatable (1 Post- Nationals only)  
**Location:** Maban County, Upper Nile State  
**Duration:** 3 months with possibility of extension and subject to availability of funding  
**Reports to:** County Health Coordinator  
**Start Date:** ASAP  
**Eligibility:** South Sudanese Nationals, only.

**About RI:** Relief International is a leading nonprofit organization working in 20 countries to relieve poverty, ensure well-being and advance dignity. We specialize in fragile settings, responding to natural disasters, humanitarian crises and chronic poverty. Relief International combines humanitarian and development approaches to provide immediate services while laying the groundwork for long-term impact. Our signature approach — which we call the RI Way—emphasizes local participation, an integration of services, strategic partnerships, and a focus on civic skills. In this way, we empower communities to find, design and implement the solutions that work best for them.

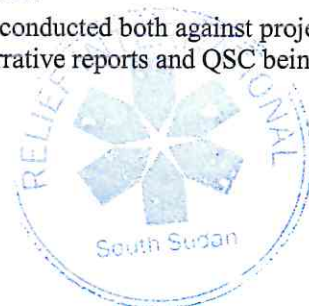
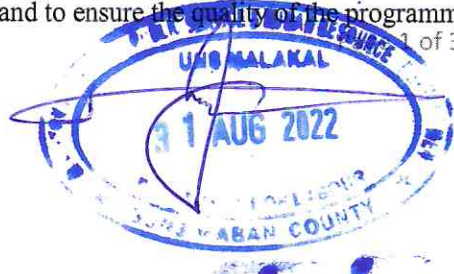
### Position summary:

#### Job Purpose

Relief international (RI) is currently implementing primary health care services under World Bank (UNICEF) grant. The aim of this position is to improve on the provision of high quality primary health care services in Maban County.

#### Main Responsibility/ Duties

- Provide technical support to implementation of the project activities according to the basic South Sudan MOH package of health services (BPHS) as well as project deliverables.
- Ensure all health facilities are well equipped with medical equipment, Supplies and essential drugs.
- Monitor the health facilities to ensure there are no shortage of essential drugs.
- Be responsible for the implementation, management, supervision and support of health activities at all World Bank (UNICEF) supported health facilities in Maban.
- Conduct Monthly supportive supervision to all facilities using MOH QSC and ensure all copies of QSCs used are filed in the facility, CHD, RI office and scanned copies are send to Juba.
- Support the health workers to ensure that diagnosis and treatment of patients is based on standard procedures as per ministry of health treatment guidelines.
- Ensure that regular monitoring and evaluation assessments are conducted both against project objectives and to ensure the quality of the programme, with narrative reports and QSC being



made to the Health and Nutrition Coordinator. Conduct on job training to health workers during supportive supervision.

- Conduct health workers' capacity needs assessment and develop training plan to ensure quality of health care services provision in all health facilities.
  - Provide input into the integration of beneficiary participation and accountability in all aspects of the project – including robust community participation in all community health promotion activities.
  - Conduct Monthly Coordination meetings and In-charges review meetings, and document the minutes.
  - Ensure all health facilities are conducting routine and outreaches immunization, and all the facilities have outreach immunization schedule/timetable and followed seriously.
  - Ensure all children seen at OPD are screened for immunization and non-immunize children are immunize immediately.
  - Ensure all pregnant women visiting health facility for treatment are screen for ANC services and provided with the services immediately
  - Ensure health facilities conduct deliveries of pregnant women.
  - Liaise with the BHI officer to ensure community referrals of severe cases are improved.
  - Oversee the process of data collection, collation and dissemination to meet the requirements and deadlines set by internal and/or external partners.
  - Compile various project reports including, health facility reports, DRC reports, QSC, EPI, IDSR Reports
  - Ensure accurate and timely reporting of activities to the Health and Nutrition Coordinator for internal and external reports (e.g. weekly, monthly, quarterly reports) and as requested by the Health and Nutrition Coordinator.
  - Ensure all reports (e.g. Health facility data, RH, IDSR, DCRs and EPI) are entered in to DHIS 2 and EWARs platforms.
  - Conduct any other duties assigned by line manager.
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- Represent RI in a positive and professional manner to contribute to the creation of a positive image and overall credibility of the organization, notably through the application of RI's mandate, ethics, values and stand-point with regard to other actors.

### **Accountability**

- Responsible to ensure that all activities are conducted in accordance with RI policies and procedures, donor regulations and local laws.
- Responsible to ensure that all allegations of breaches of the Code of Conduct by staff reporting you are made in accordance with incident reporting policy.

### **Policy compliance – Mandatory Reporting Policy (MRP):**

- Ensure any violations of the RI Sexual Abuse and Exploitation Code of Conduct are reported in accordance with incident reporting policy. The reporting of violations is an obligation on the part of all staff members.
- Assist where necessary in undertaking activities that aim to prevent the occurrence of sexual abuse and exploitation of beneficiaries by RI and other humanitarian workers

**Note:**



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- The role of the **Logistics Coordinator** cannot be limited to the specific duties and tasks detailed herein. The success of the RI's humanitarian mission is the highest priority and all issues, which arise, must be addressed accordingly. Therefore, the **Logistics Coordinator** will be required to support in unforeseen issues and circumstances and remain flexible to perform other duties, as and when required by supervisor.

#### **Qualifications and Requirements**

- Minimum of a diploma in nursing, clinical medicine or public health with at least 2years experience in the Humanitarian setting. Previous experience with UNICEF program is an added advantage
- Basic knowledge of programming such as completing or updating Indicator trucking template, drafting monthly project reports is required.
- Knowledge of Microsoft package especially in MS excel, word and power point is required.
- Good understanding of Maban context and ability to speak Arabic is desired.
- Commitment to and understanding of RI's aims, values and principles.

#### **DESIRABLE**

- Experience with recognized international NGO will be an added advantage

#### **We would like to share Relief International's values with you:**

We uphold the Humanitarian Principles: humanity, neutrality, impartiality, and operational independence. We affirmatively engage the most vulnerable communities. We value:

- Inclusiveness
- Transparency and Accountability
- Agility and Innovation
- Collaboration
- Sustainability

#### **HOW TO APPLY:**

Aspiring potential interested applicant should complete **Job application form**, OR (just shared your CVs plus your academic documents), which can be collected at Relief International field office in **Doro/Batil**, or this form can also be downloaded from same website this advertisement is posted.

The job application form once completed, should be submitted along with motivational letter and copies of academic documents in seal envelop clearly marked **Health Project Officer\_N0.MBN-HPO/2022/08/30-N** to Relief International office in **Maban- Doro/Batil**/field office.

#### **OR**

Send your completed job application form via Email to [recruitments@ri.org](mailto:recruitments@ri.org)

**Deadline: 12<sup>th</sup> September 2022, 5 pm SSD local time.**

- Females are highly encouraged to apply
- Only shortlisted applicants will be contacted

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