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APPROVED



23/02/2023



INTERNATIONAL MEDICAL CORPS

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JOB VACANCY ADVERTISEMENT

International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction. If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website provided at the end of this document

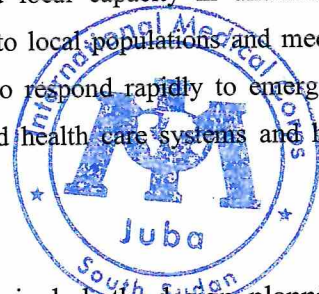
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| Job Title: | Sexual and Reproductive Health Program Manager |
| Country Program: | South Sudan |
| Location of Position: | Juba |
| Position Opened for: | South Sudanese only (Internal/External) |
| Report To: | Program Director |
| Desired Start Date: | ASAP |
| Advertised date: | 23/February/2023 |
| Closing Date for Applications: | 14/March/2023 |

Organizational Background

International Medical Corps is a global, humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs. Established in 1984 by volunteer doctors and nurses, International Medical Corps is a private, voluntary, nonpolitical, nonsectarian organization. Its mission is to improve the quality of life through health interventions and related activities that build local capacity in underserved communities worldwide. By offering training and health care to local populations and medical assistance to people at highest risk, and with the flexibility to respond rapidly to emergency situations, International Medical Corps rehabilitates devastated health care systems and helps bring them back to self-reliance.

Job Summary:

The primary functions of the Reproductive Health Manager include the design, planning, implementation, and oversight of reproductive health services provided in IMC-supported





programs within South Sudan. This position supports the direct implementation of IMC SRH programs like the implementation of the Minimum Initial Service Package (MISP) in IMC facilities that provide emergency gynecological and obstetric services. Use of Quality assurance tools to ensure good patient-centered care; Ensure supervision and capacity building of staff, supportive supervision, on-the-job training, and use of standard quality assurance tools; internal and external coordination, and day-to-day administration of overall Sexual and Reproductive Health (SRH) program activity. To perform this job successfully, an individual must be able to perform each essential function with or without reasonable accommodation

Essential Job duties / Scope of Work:

Program management

- Work closely with the Medical Director and Program team to Strengthen and reinforce IMC's leadership role in Sexual and Reproductive Health through the provision of high-quality technical assistance for the government and other national counterparts in South Sudan.
- Together with the Medical Director and IMC Health team, the Country Program Director, and field teams the SRH manager will oversee the implementation of the Sexual Reproductive Health and Family Planning projects including RH Commodity security and demand creation, in collaboration with Government counterparts, NGOs and other partners and in line with Government priorities and according to IMC's programme policies and procedures.
- Ensure an integrated approach and collaborate with the Health, MEAL, Programs, and Operations teams to analyze the evolution of the context and define the humanitarian SRH needs.
- Manage all aspects of the Reproductive Health Program including recruitment, supervision, and capacity building of all RH staff. Discuss and agree with the Medical Director, Field site managers, RH service providers, and other stakeholders on proposed activities, implementation and monitoring plan, roles, and responsibilities of each team member.
- Ensure that all donor rules, grant-required activities, indicators, and objectives are successfully met within the project timeframe and allocated budget.
- Work with the logistics and procurement team on timely procurement and delivery of required commodities to avoid stock-outs.
- Work with finance, logistics, HR/admin, and security to ensure smooth implementation of project activities.
- In collaboration with the MEAL team, design and conduct surveys and assessments to inform program strategy and approach.
- Schedule regular site visits for monitoring and supportive supervision to ensure the quality of services, accurate data collection, and verify consumption rates of pharmaceuticals and supplies.





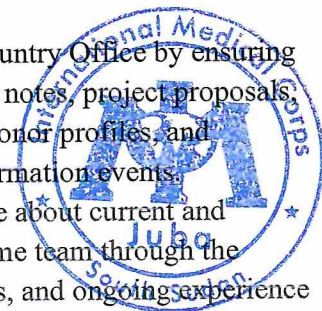
- Regularly analyses data in conjunction with MEAL and RH staff with the aim of building the analytical skill of RH staff and promoting the use of evidence-based decisions.
- Coordinate with other program departments to ensure integrated implementation of RH and gender-based violence (GBV) services.
- With Medical Director and Medical Coordinator, introduce standardized strategies, tools, and protocols for SRH as an integral part of a comprehensive and fully integrated primary healthcare program.
- Adhere to the IMC Code of Conduct and internationally accepted humanitarian principles.

Resource Mobilization

- Participating in inter-agency thematic group meetings to ensure IMC is well positioned, building on IMC comparative advantages and IMC programmatic objectives in the country.
- With the Medical Director, and Medical Coordinator, explore opportunities for new SRH programs within the humanitarian context of South Sudan
- Actively participating in resource mobilization efforts of the Country Office by ensuring the preparation of relevant documentation, i.e. concept notes, project proposals (with accompanying documentation), project summaries, conference papers, speeches, donor profiles, and participating in related donor meetings and public information events.

2. Representation, Policy, and Advocacy

- Conducting behavior change campaigns on family planning.
- Raising awareness and support education on sexual and reproductive health and family planning services and rights.
- Engaging with educational institutions to integrate sexual and reproductive health modules in their curricula.
- Working with the IMC communications unit to raise public awareness about sexual and reproductive health and family planning services and rights.
- Engaging health workers and community-based organizations to increase demand for family planning.
- Participating in resource mobilization efforts of the Country Office by ensuring the preparation of relevant documentation, i.e. concept notes, project proposals, project summaries, conference papers, speeches, and donor profiles, and participating in related donor meetings and public information events.
- Ensuring the creation and documentation of knowledge about current and emerging Reproductive Health issues, by the programme team through the analysis of programme, projects, strategies, approaches, and ongoing experience



for lessons learned, impact measurement, and ensuring the implementation of information sharing and planning future strategies.

- Attend coordination meetings that are relevant to country programs
Represent the organization at task force meetings, assessment missions, camp coordination meetings, UN coordination meetings, and INGO coordination meetings as appropriate
- Contribute to the creation of a positive image and overall credibility of the IMC, notably through the application of the organization's Code of Conduct, ethics, values and stand-point with regard to internal and external actors

3.Human Resources Management

- Supervise staff to ensure their smooth and effective operations.
- Assist in the selection and training of qualified program staff and recommend promotions, disciplinary action and termination of staff in consultation with the country Program Manager and Country Director and Finance Director
- Ensure compliance to local labor laws including working hours
Maintain open lines of communications with all field staff

- **Training/ Capacity Building**

Determine training needs for subordinate staff

Advocate for

- **Working Relationships**

Maintain frequent communication with Country Program Director to ensure program activities and objectives are communicated

Work with Logistics staff to ensure the coordination of programs supplies are within budgeted targets

Attend coordination meetings that are relevant to country activities. Interface with national government and relevant agencies as necessary

- **Security**

Ensures application and compliance of security protocols and policies

Other duties as assigned.

The duties and responsibilities listed are representative of the nature and level of work assigned and are not necessarily all-inclusive.

Prevention of Sexual Exploitation and Abuse

- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within IMC and amongst, vendors-suppliers and beneficiaries served by IMC



Compliance & Ethics: Promotes and encourages a culture of compliance and ethics throughout International Medical Corps. As applicable to the position, maintains a clear understanding of International Medical Corps' and donor compliance and ethics standards and adheres to those standards. Conducts work with the highest level of integrity.

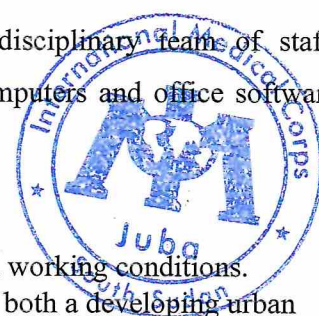
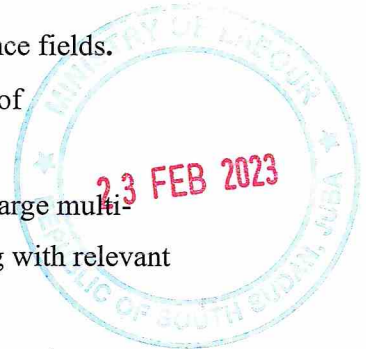
Ethical conduct for IMC staffs: The International Medical Corps maintains a code of standards of conduct that shall govern the performances of its employees engaged in the award and administration of contracts. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported/ by donor funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or about to employ any of the parties indicated above, has a financial or other interest in the firm selected for an award. IMC officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to sub-agreement. These standards shall provide for disciplinary actions to be applied for violations of such standards by IMC officers, employees, or agents.

Personnel Qualifications (special training/experience required) provide 6-7 requirements

- Master's degree in public health, Medicine, or other related social science fields.
- 3 years of increasingly responsible professional experience in the field of Reproductive Health.
- Experience in programe/ project management including experience in large multi-sector projects, designing and appraising proposals and actively liaising with relevant and potential project partners.
- Knowledge of international Reproductive Health issues with specific attention to gender-aware and gender-sensitive and human rights approaches.
- Experience in handling of web-based management systems.
- Proven experience in coordinating/managing a multi-disciplinary teams of staff, experts, and consultants. Experience in the usage of computers and office software packages (MS Word, Excel, etc.).

CORE COMPETENCIES

- Ability to remain positive and professional under stressful working conditions.
- Ability to endure the constraints of hardship conditions in both a developing urban context and low resource remote field site locations.





- Exceptional oral and written communication skills.
- Ability to work well with a cross-cultural team from widely varied socio-economic backgrounds.

HOW TO APPLY

Interested candidate (**South Sudanese Nationals**) who meets the above criteria, should submit their Application (cover letter) indicating daytime, contact numbers, copies of Updated CV with at least three referees, their telephone and email contacts, South Sudanese Nationality ID Card or Passport, Birth Certificate, Academics Certificates, (**Documents are not returnable once submitted**) addressing to Human Resource Department IMC. If you are submitting your application through email, please submit to SS-Recruiting@internationalmedicalcorps.org. Hand delivered applications should be submitted to Juba Head Office **Plot No 320 Block 3K, 2nd Class Residential areas, Pope Francis Road, Thongpiny Juba, Central Equatorial South Sudan**)

Note: Clearly indicate the position you are applying for on the back of your Envelop OR on subject line of your e-mail.

Closing date for receiving application:
14/March/2023



We appreciate your Applications; however, Only Shortlisted Candidates will be contacted for interviews.

Website for reporting misconduct: www.InternationalMedicalCorps.ethicspoint.com. Please do not submit your CV or application to this website, it will not be considered for review