



December 21, 2022

Background

MEDICAIR is South Sudanese Non-Governmental Organization founded by South Sudanese Medical Doctors who come up with the idea of rendering services to the dire community needs. MEDICAIR is officially registered by Relief and Rehabilitation Commission, under Laws of South Sudan, as a non-governmental organization according to NGO Act 2016 Reg. No: 588. Our work so far has been in South Sudan where we have continued to offer emergency humanitarian services to the affected communities. We approach every aspect of our work with the highest standard of integrity and honesty. The organization working focus is of providing Health, Nutrition, WASH, Protection and Food Security and Livelihoods. Medicair is seeking to recruit a qualified South Sudanese National to fill in the position of State Coordinator to be based in Bor, Jonglei State.



Position	State Coordinator
Location	Bor, Jonglei State
Reports To	Head of Program Unit and Head of Operations Unit.
Supervision To	Field projects
Project	UNICEF WORLD BANK
Contract type	Long term Contract
Contract duration	1 year (with possibilities of renewal depending on performance and availability of funds)
Level	Open to any National

KEY RESPONSIBILITIES

- Engage all stakeholders on regular basis and provide updates to enable them have overall understanding of MEDICAIR's objectives; while promoting greater ownership;
Support and oversee day-to-day management and operations of assigned state program.
- Liaise with partners at state and locality level; attend all appropriate co-ordination/sectors meeting and share information regarding projects and security where relevant;
- As the Security Focal Point for the site, the state coordinator is responsible for the safety of the team;
- Ensure the safety and security of the staff in the area of operation;

- Ensure good relations stakeholders and local authorities and line ministries, ensuring that MEDICAIR remains impartial and neutral while responding to beneficiary needs;
- Follow up with MEDICAIR's Memorandum of Understanding (MOUs) with partners and other government agencies;
- Supervise, support, and develop staff assigned to each state program including extension staff.
- Serve as a key point of contact for state counterparts and beneficiaries.
- Follow up on compliance with contractual commitments within the Health, WASH, FSL, Nutrition and Protection Sectors, ensure high technical quality and synergies in project implementation, coordination and representation.
- In coordination with HR Manager, develop TORs and recruiting staff members and consultants to conduct work on specific activities and objectives laid out in the activity implementation plan;
- Managing and guiding staff members and consultants contracted by MEDICAIR to work on the activities and objectives and ensuring that their work is conducted in a timely manner and hold high quality;
- Ensuring accurate and timely submission of quarterly and annual activity progress reports, financial reports;
- Support M&E processes, including commissioning of state based rapid/needs assessment, data collection, and conducting monitoring and evaluation activities per MEDICAIR MEAL methods and policies;
- In coordination with Finance Manager, establishing operating arrangements for financial management and accountability, including ensuring all supporting documents are maintained and an orderly filing system is in place;
- Monitoring project funds, approving project disbursements according to donor budget requirements;
- Ensuring recommendations made as a result of the annual audits are implemented;
- Ensuring transparency and adherence to procurement regulations in procurement processes;
- Participating in advocacy and policy dialogues with national counterparts on issues included in the portfolio of the projects; and
- Perform other duties as require



Qualifications

- Master's degree in Public Health with minimum of three (3) years humanitarian experience **preferably**.
- Bachelor's degree in Social Sciences with minimum five (5) years of professional humanitarian management or implementation experience.
- Demonstrated ability to live and work in remote areas in Sub-Sahara Africa required. Peace Corps or similar experience is ideal.
- Ability to organize and facilitate team activities, and communicate.
- Some international development experience is required.
- Health experience is preferred.
- Ability to work independently as well as be highly effective in a team environment.
- Good judgment and ability to make decisions within project framework and seek guidance when appropriate.
- Ability to coordinate, develop, and coach staff.
- Strong writing and reporting skills.
- The candidate must be fluent in written and spoken English.

Other Competencies/Attributes:

- Good communication and mobilization skills
- Able to stand above denominational diversities.

Working Environment / Conditions:

- Work environment: Field-based with logistics and reporting done at the National office
- Travel: 100% Domestic.
- On call: on call to serve on emergency and crisis response

<ul style="list-style-type: none"> ▪ Application: 	<ul style="list-style-type: none"> ▪ How to apply: send email to jobs@medicair-ssd.org, drop your application to Medicair field office Bor Office ▪ What requires: updated CV, Motivation letter, Certificates, Copy of National ID or Passport also is a must. ▪ Deadline: January 14th, 2023 at 5:00PM ▪ NB: Female candidates are strongly encouraging to apply
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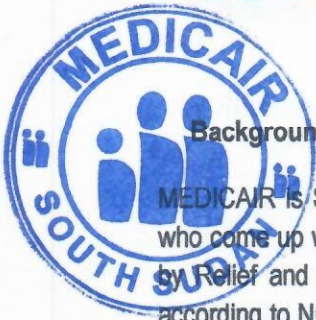
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ESSENTIAL JOB FUNCTIONS:

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Position	County Health Coordinator
Location	Uror County, Jonglei State
Reports To	Chief of Health
Supervision To	Field project staff
Project	UNICEF
Contract type	Long term Contract
Contract duration	1 year (with possibilities of renewal depending on performance and availability of funds)
Level	Open to any national

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Purpose /Responsibilities of the position of County Health Coordinator

The County Health Coordinator is responsible for Coordinating, consolidating and ensuring smooth implementation of health programs and operations' activities and adherence to logistic, Human Resource, Administration and security procedures in the field level. He/she represent Medicaire to relevant stakeholders or local authority in the areas of operation.

The Field Coordinator is also responsible for overseeing the sound management of the project field operations ensuring timeliness and efficiency in planning, delivery, distribution, documentation and reporting of Health Service provision. The incumbent will also be responsible for the supervision and coordination of health' work plans and represent Medicaire in field level meetings



Human Resource Management and training

- Responsible for performance management of the field Health Care staff and project staff; Organize and supervise the development and execution of health work plans and schedules.
- Organize regular weekly staff meeting and discuss weekly work plans.
- In consultation with the Health Program manager to ensure proper training and initiation of capacity building activities for health service provision including training on commodity reporting and documentation.

Financial Management

- Keep accurate financial records for all daily transaction to HR Administrative Assistant in the field operation
- Assist with budget preparation and planning
- Review and implement financial policies
- Participate in financial audit in the area of operation.

Documentation

- Ensure all sector heads in facility prepare their **weekly/monthly reports** for submission to the Health manager and M&E on a timely basis.
- Ensure all Drug consumption report is submitted monthly are properly filled in, checked for accuracy, signed and submitted to the Head office.
- Carry out any duties that may be assigned from time to time by the supervisor.
- Attend and participate in daily and weekly meetings with local authority, partners and donors.

Networking & Representation

- Ensure that he adequately engages with the CHD, local leadership structure, and that project information and all advocacy issues are communicated as necessary.
- Network and represent Medicair in the field.
- Capacitate communities' leaders and beneficiaries including Local authority principles and implementation of selected projects & Support community leaders to roll out new initiatives within the community



Other Competencies/Attributes:

- Good communication and mobilization skills
- Able to stand above denominational diversities.

Working Environment / Conditions:

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ESSENTIAL JOB FUNCTIONS:

Position	MHPSS Counsellor
Location	Uror County, Jonglei State
Reports To	County Health Coordinator
Supervision To	Field project staff
Project	UNICEF
Contract type	Long term Contract
Contract duration	1 year (with possibilities of renewal depending on performance and availability of funds)
Level	Open to any national

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22 DEC 2022
MINISTRY OF LABOUR
REPUBLIC OF SOUTH SUDAN
22-12-2022

Job Description

To meet its objectives MEDICAIR calls for competent professionals to apply for the following vacant position.

Responsibilities and Tasks

- Ensure that the goals and objectives of the MHPSS project are met as per the project proposal, work plan and M & E Plan.
- Ensure the implementation and promoting mental health and psychosocial support activities at community level.
- Provide individual counseling and maintain confidentiality during service provision.
- Capacity building for CHWs and Community mobilizers related to psychosocial first aid.

- Capacity building to Health Workers on Clinical Management of Rape in Akobo East.
- Provision of quality MHPSS first aid service according to MHPSS national protocols.
- Assess COVID-19 stressors and negative myths and support in counselling in the community.
- Collaborate with the Mobile health and nutrition team in the field and /or nurse in the management of mental health cases and Sexual Violence cases and Clinical Management of Rape.
- Assess MHPS cases need for referral as per the referral criteria and ensure that the referral system is well followed and obstacles are reported and discussed with the aim of solving them.
- Identify major stressors for women and children in the community.
- Promoting psychological wellbeing and participate and strengthening coordination with government and partners better MHPSS intervention.
- Participating in the weekly, monthly and quarterly County level update and review meeting and responsible for reports according to work plan.

Sex: Male/Female

Location: Targeted location Uror County, Jonglei State.

Job Field: Health care

Type of Employment: One year Contract

Number of post: 1

Job Requirements

Qualification:

- BSc in Psychology, Social Psychology, Psychiatric Nurse, Clinical Nursing with mental health and Psychosocial background or related field with 5 year professional experience Essential computer literacy (word, excel)
- Fluent written and spoken English, local language is an asset.

Competencies:

- Commitment to MEDICAIR Principles.
- Ability to work under pressure, long work hours and high workload.
- Excellent communication skills-verbal and written. Communication in English is a key requirement. Knowledge of local language NUER (preferably).



- Self-motivated, honest, highly responsible, and punctual.
- Ability to work as part of a team as well as to work autonomously when required.
- Ability to constructively address gaps and weaknesses.
- Ability to work in remote areas.
- Cross-cultural Awareness.
- People management.
- Result oriented.
- Strategic vision, leadership, people management and planning.

Working Environment / Conditions:

- Work environment: Field-based with logistics and reporting done at the National office
- Travel: 100% Domestic.
- On call: on call to serve on emergency and crisis response

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ESSENTIAL JOB FUNCTIONS:

Position	M&E Assistant
Location	Uror County, Jonglei State
Reports To	County Health Coordinator
Supervision To	Field project staff
Project	UNICEF
Contract type	Long term Contract
Contract duration	1 year (with possibilities of renewal depending on performance and availability of funds)
Level	Open to any South Sudanese national only

Job Description: For M&E Assistant.

1. Assisting in planning and designing data collection and survey system.
2. Ensuring smooth flow of information between field office and Main Office.
3. Evolving effective reporting system with Main Office.
4. Field visits to monitor and evaluate project ongoing activities.
5. Maintain filing system and record keeping.
6. Record all the data in DHIS 2 and EWARS Software.
7. Ensure smooth operation of M&E activities with the project area.
8. Developing a systematic information system.
9. Documenting all official activities in the field office.
10. Identify and disseminate M&E resources and provide technical assistance to Trainers/Community mobilizers on questions of M&E, as practical and according to areas of expertise.

11. Conduct and/or support data gathering on all Training activities, ensure that data are accurate and submit them to Medicair M&E department.
12. Monitor all activities, including visiting project sites, comparing planned versus actual program results and reporting findings.
13. As requested, assist in planning for, facilitate and/or participate fully in meetings and ad hoc working groups;
14. Participate in promoting the exchange of M&E information and expertise across the project target area.
15. Other duties and responsibilities as assigned by the Project Manager.

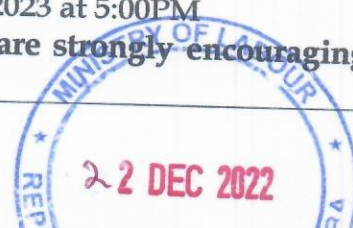
Job Requirements:

1. University Degree or Diploma required
2. Professional knowledge of M&E system.
3. Minimum of three years of work experience with NGOs, with at least one year in M&E.
4. Demonstrated experience in quantitative research and data analysis.
5. Comprehensive knowledge of suing KOBO software
6. Advance English writing, speaking and comprehension skills.
7. Fluency in, Nuer and English (writing, speaking and comprehension).
8. Good computer skills to include Internet, Word, Excel, Access.
9. Ability to work both independently and as an effective team member.
10. Ability to work under pressure.
11. Professionalism in appearance and demeanor.

Working Environment / Conditions:

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ESSENTIAL JOB FUNCTIONS:

Position	WASH OFFICER 2
Location	Uror County, Jonglei State
Reports To	County Health Coordinator
Supervision To	Field project staff
Project	UNICEF
Contract type	Long term Contract
Contract duration	1 year (with possibilities of renewal depending on performance and availability of funds)
Level	Open to any South Sudanese national only

50-13
22 DEC 2022
MINISTRY OF LABOUR
REPUBLIC OF SOUTH SUDAN
22-12-2022

Purpose/Scope of the task

The WASH Officer will be responsible for supporting water, sanitation, and hygiene activities integrated in all health facilities in the targeted locations of Uror County under UNICEF W/B CERSHP-AF Project. All project activities must be in coordination with the relevant local authorities and the relevant Clusters.

He/She will be in charge of the implementation of the wash, and he will report to the County Health Coordinator. And follow up on all Wash-in Health Facility

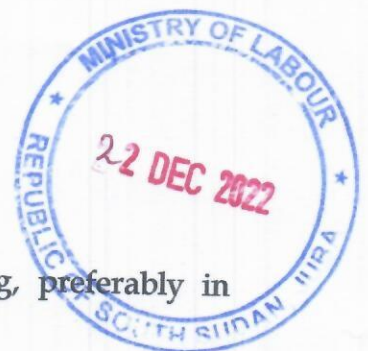
Accountabilities & Responsibilities

- Prepare detailed workplan for implementation and present them it to the project manager through County Health Coordinator

- Assess existing water and sanitation structures/operations in the health facilities and hygiene promotion activities in the assigned area(s) and recommend actions to be taken.
- Compile for review, BoQs with costs and designs/technical drawings for all water and sanitation structures, hygiene activities, and water
- Ensure beneficiary participation, feedback, and accountability in all aspects of the project
- Ensure accurate and timely reporting of activities to the County Health Coordinator.
- Preparing minutes and receipt forms for WASH activities.
- Approve sample materials required for the implementation of WASH activities.
- Direct supervision of the implementation of Project WASH-in Health activities during the implementation period.
- Follow up the implementation of all construction, metallic and other works related to the activities of building latrines and rehabilitating wells according to engineering technical specifications, bills of quantities, and the signed contract.
- Track the quantities of work completed and submit it to the project manager.
- Follow up on the progress of the implementation of the works according to the work plan by the contractor and notify him when deviating from it.
- Submit weekly and monthly reports on the completed work, obstacles
- Facilitate regular team meetings with WASH team ensuring team members are kept informed of issues relevant to their work and providing opportunities for feedback.
- Supervise contractors and direct labor work teams.
- Represent MEDICAIR at relevant local-level coordination meetings involving local authorities, UN agencies, and other NGOs
- Coordinate and liaise with members of the MEDICAIR's WASH team to ensure all objectives of the WASH program are met.
- Provide monitoring data to input to weekly and monthly reports to the County Health Coordinator.
- Other tasks assigned to him by the direct supervisor.

Qualifications and experience:

- Bachelor's degree in Civil or Environmental Engineering, preferably in water and sanitation.



- Knowledge of designing water and sanitation systems.
- 2 to 3 years of work experience with local and international organizations in the same required specialty (WASH officer).
- Knowledge of designing solar water Pump systems.
- Knowledge of water desalination systems.

Languages:

- Fluent in Arabic and English (Speaking and Writing).

Skills:

- Engineering planning and execution.
- Team management and knowledge transfer.
- Decision making
- Ability to provide recommendations to solve problems
- Management skills.
- Communications skills.
- Ability to achieve planned goals.
- Ability to work under pressure.
- The ability to use a computer, including engineering programs.
- Beneficiary & Client focused.
- Good communication skills with the host communities and Internal Displaced Persons (IDPs).

Working Environment / Conditions:

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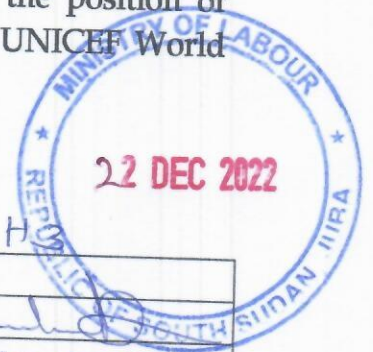
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ESSENTIAL JOB FUNCTIONS:

Position	Nutrition Officer
Location	Uror County, Jonglei State
Reports To	County Health Coordinator
Supervision To	Field project staff
Project	UNICEF
Contract type	Long term Contract
Contract duration	1 year (with possibilities of renewal depending on performance and availability of funds)
Level	Open to any South Sudanese national only



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22-12-2022

PURPOSE OF POSITION:

Medicair is seeking a qualified and highly motivated person who can work closely under the direction of the County health coordinator, and the officer will closely work with the health staff in Uror County UNICEF World Bank supported health facilities.



Key responsibilities:

- Lead health and nutrition teams working in different health facilities and work to develop conducive working environment for all staff.
- Ensure OTP cards and register books are being properly filled in and CMAM guideline is being used to treat children
- Prepare internal and external reports within agreed deadlines, including the cluster weekly updates and monthly reports.
- Provide regular feedback on the on-nutrition activities of the UNICEF World Bank CERSHP-AF project to the County health coordinator
- Provide supervision of MCH staff using the MCH supervision checklist
- Ensure nutrition guidelines are maintained in all MCH/OPD clinics and outreach stations
- Provide regular and routine on-the-job mentorship to health workers staff in county health facilities/clinics and ensure compliance with MOH policies and protocols in the delivery of nutrition services
- Contribute to data collection, nutrition surveys, and monitoring of beneficiary trends.
- Participate in Health and Nutrition cluster meetings and other coordination forums
- Participates in the monitoring and evaluation of project impact /interventions
- Contribute the development of local policies that support improved food and nutrition habits for infants, young children, youth, and women.
- Ensure and maintain information flow between the health centers and the line management.
- Any other reasonable duty as may be assigned that is consistent with the nature of the job and level of responsibility.

Qualification and skills

- Bachelor's degree in Foods, Nutrition and Dietetics, or equivalent fields in Nurse or Public health.
- Minimum of 3 years of experience in the same role is required.



- Knowledge of proper handling techniques and disposal policies.
- Excellent interpersonal and communication skills to calm anxious patients.
- The ability to work in a fast-paced environment.
- Strong attention to detail, organizational skills, and good handwriting skills.

Competencies:

- Participates in the monitoring and evaluation of project impact / interventions
- Coordination and liaising skills, community mobilization skills
- Good oral and written communication skills (English, Nuer and Arabic)
- Proficiency in computers.
- Excellent knowledge of nutritional related issues.
- Independence and imitative person.
- High level of integrity.
- Ability to cooperate with others and work in a participatory manner to achieve established goals.

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