



Munuki SDA
Compound
P.O Box 247
Juba, South Sudan

JOB ADVERT

Job Title:	PHC/BHI/RH OFFICER
Qualification:	Bachelor/Diploma in clinical medicine, Nursing, Midwifery/Pharmacy and Public Health or Health Promotion from recognized tertiary institution. Post graduate studies in management, project planning, monitoring and evaluation will be added advantage
Experience:	Three years' experience implementing and supervising health care services
Job Location:	Kapoeta
Project Locations	Greater Kapoeta
Contract Duration:	12 months
Reporting to:	County Health Coordinator

Closing date: 9th July 2024 at 5:00pm South Sudan time

Introduction: The Adventist Development and Relief Agency (ADRA) is a global humanitarian organization of the Seventh Day Adventist Church whose Purpose is “**To serve humanity so all may live as God intended**”. ADRA South Sudan has been actively serving the communities of South Sudan for over 35 years. ADRA South Sudan’s thematic areas are health, education, food security and livelihood and emergency response.

ADRA’s Motto: *Justice. Compassion. Love*

ADRA’s Values: *Courageous. Compassionate. Connected*



ABOUT THE PROJECT:

ADRA signed a PD with UNICEF to implement the Health Transformation Project (HSTP) with funding from World Bank in Eastern Equatoria State, Lot 5 particularly in Greater Kapoeta region of North, South and East Counties from July 2024- June 2027

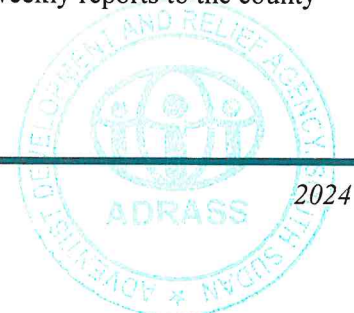
The HSTP aims at setting up effective implementation arrangements for the delivery of the Basic Package of Health and Nutrition Services (BPHNS) through hospitals, Primary Health Care Centres (PHCC), Primary Health Care Units (PHCUs), and Boma Health Initiative (BHI- Government Community Health Strategy) structures. The delivery of services through these levels will require an enabling environment- both social and environmental- and a functional infrastructure that is well-maintained and supported. The delivery of services will require well-trained, supervised, and supported human resources and the availability of essential medical commodities and supplies. While the new implementation arrangement will involve the BHI as a service delivery platform, priority will be given to the potential role of the platform on prevention and demand generation supported by an effective referral system from the communities and primary health care facilities to the hospitals. Based on this, ADRA is seeking to recruit a competent and qualified Lot Coordinator to support the effective implementation of the HSTP in Eastern Equatoria State under Lot 5

JOB ROLE SUMMARY

Under the supervision of the County Health Coordinator, the Primary health care/Boma Health Initiative officer is responsible for managing the development, implementation, monitoring and reporting of programs for the Health Sector Transformation Project(HSTP) including providing technical support to the implementation of the HSTP programme and managing the monitoring and reporting, budget management for the programme team, building partnerships and providing support in developing resource mobilization strategies, and managing knowledge building efforts.

OVERALL KEY RESPONSIBILITIES:

- Develop and implement monthly work plans against the target and budget to ensure compliance with HSTP programme goals and results-based indicators;
- Analyze and ensure alignment of project budgets with logical framework matrices and work plans;
- Collects weekly reports from BHI teams and develop/submit weekly reports to the county health coordinator.



- Prepare monthly reports on activities, outputs and outcomes; and compile information in preparations of country office donor and ADRA reports;
- Facilitate distribution of quarterly drugs consignment and vaccines
- Ensure fully functioning supported facilities as per BPHNS
- Compile and submit monthly reports through DHIS2
- Ensure maintenance and operations of the supported facilities including Boma Health Team
- Build capacity of CHD and health facility-based staff towards quality improvement plans
- Organize and conduct joint supportive supervision with CHD team and other partners

Monitoring and reporting

- Ensure monitoring tools are available for reporting as per MOH guideline that contributes to the achievement of key indicators for measuring and assessing progress/results;
- Provides weekly and monthly progress reports and take appropriate actions to address bottlenecks
- Collect and of prepare monthly reports using MoH approved tools
- Analyze health service data including Boma Health Initiative activities using DHIS2
- Participate in the assessment of health, nutrition and WASH needs of the supported facilities
- Document best practices, lessons learnt and key challenges to be discussed in the meeting for improving program outcome
- Prepares annual and quarterly work plans and reporting rates
- Participate in training of health workers on the MoH approved tools that

Budget management for the programme team:

- Budget forecast and monitoring utilization of field funds
- Request advance and account for funds used implementing planned activities
- Coordinate timely payment of incentives to health workers at the facility based on the performance
- Support CHD in annual budgeting for the maintenance of the CHD and health facilities

Networking and partnership

- Coordinate with donors (UNICEF, MoH and partners) in delivering integrated health project in the county
- Participates in CHD monthly coordination meeting for partners

- Engaging relevant partners in delivering Basic Package of Health and Nutrition services in the county to avoid duplication of efforts

ESSENTIAL REQUIREMENTS:

- Bachelor/Diploma in clinical medicine, Nursing, Midwifery/Pharmacy and Public Health or Health Promotion from recognized tertiary institution
- Post graduate studies in management, project planning, monitoring and evaluation will be added advantage
- Three years' experience implementing and supervising health care services
- Ability to synthesize program performance data and produce analytical reports
- Strong understanding of health care system of South Sudan
- Experience in capacity building, leading team and exposure to performance improvement techniques
- Strong experience in developing detailed operational plans and budget within the timeframe
- Experience in implementing projects funded by UN agencies, World Bank, DFID, Gavi and USAID is a must
- Strong computer skills (Ms word, excel, Power point)
- Familiar with DHIS2, Power Bi and use of ODK and any other data analysis software
- Be national of South Sudan with valid ID and academic documents
- Fluent in English both written and spoken, Juba Arabic will be added advantage

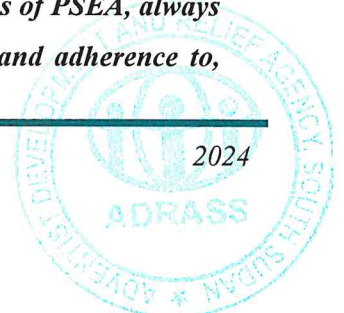
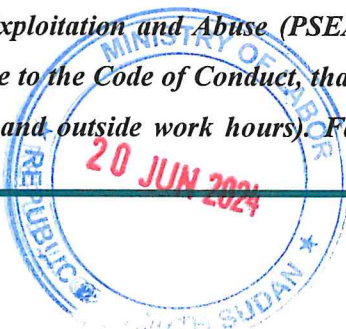
PERFORMANCE INDICATORS:

- Meet at least 80% of project work plan indicators.
- Complete at least 80% of planned field activities.
- Ensure timely submission of all sites reports.
- Time management
- Skills transferred to the other staff and gained skills from other colleagues

SAFEGUARDING:

ADRA South Sudan has a zero tolerance to Sexual Exploitation and Abuse of beneficiaries. Protection from Sexual Exploitation and Abuse (PSEA) is everyone's responsibility, and all staff are required to adhere to the Code of Conduct, that enshrines principles of PSEA, always (both during work hours and outside work hours). Familiarization with, and adherence to,

ADRA South Sudan



Code of Conduct is an essential requirement of all staff, in addition to related mandatory training. All staff must ensure that they understand and act in accordance with this clause.

INSTRUCTIONS FOR APPLICATIONS:

Interested candidates who meet the above qualification and experience for this position, can submit their application and copies of academic credentials together with Employment application form addressed to; jobs@adrasouthsudan.org or hand deliver to ADRA South Sudan Office located at the Seventh-Day Adventist Church Compound, Kuwait Estate Road along Munuki Bilpham Road. Qualified female South Sudanese nationals are highly encouraged to apply.

Note:

1. A CV of 4 pages or less coupled with a one-page cover letter is will be required. Telephone contact details will be required.
2. Relevant **copies (NOT ORIGINALS)** of certificates and testimonials
3. Only Shortlisted candidates will be invited for interviews.
4. Due to the urgent need for this position to be occupied, we shall be reviewing applications coming in from time to time, and interviews will be conducted once we have received suitable candidates before the deadline of the advert.

