



CARE South Sudan is an International NGO working in South Sudan. CARE and its partners work with vulnerable communities to address the underlying causes of poverty and promote peace and development, through its strategic goal to reduce poverty by empowering women, enhancing access to resources and services, and improving governance.

<b>Position:</b>	<b>Health Manager</b>
<b>Department:</b>	<b>Programme</b>
<b>Location:</b>	<b>Akobo</b>
<b>Reports to:</b>	<b>Health &amp; Nutrition Coordinator</b>
<b>Provides supervision to:</b>	<b>Project staff</b>

### Job Summary

The main goal of this project is to support Akobo Hospital to ensure improved access to and utilization of essential lifesaving health services by all people in need and more so the vulnerable populations in Akobo and the surrounding communities. This project seeks to improve the health status of the beneficiaries by effective delivery of the Basic Package Health and Nutrition Services (BPHNS); through provision of health promotion; disease, injury and disability prevention; treatment and rehabilitation services, with full participation of the people.

Akobo County Hospital (ACH) is the only hospital in Akobo County, serving more than 200,000 people. The hospital serves as a referral hospital for all primary healthcare centers and units in the county. As outlined in the BPHNS, the Akobo Hospital is mandated to provide preventive, promotive, curative in-patient and out-patient services including comprehensive emergency care with the capacity of carrying out surgical operations and blood transfusion. The ACH is expected to ensure 24 hours 7 days a week quality in-patient care with qualified nurses, midwives, clinical officers, doctors and support services personnel.

### JOB RESPONSIBILITY 1: Programme Management.

- In collaboration with the County Health Department and the Hospital Manager, oversee the smooth running of the hospital and ensure that the goals and objectives of this project are met in time maintaining standard quality as of the agreed project documents.



- Oversee the day-to-day implementation of this project, providing constructive supportive supervision to the Hospital Manager and other staff within the hospital to ensure implementation and reporting of activities as required.
- Ensure that the projects are properly monitored and evaluated.
- Conduct daily monitoring visits to all the hospital departments and ensure that they are working seamlessly
- Promote the culture of learning and documentation so that lessons learned, and good practices are documented and shared for institutional memory and learning. Ensure that field experiences are documented and used to advocate on behalf of the communities.
- Assess unmet needs in the health sector with a special focus on Primary and Reproductive Health and suggest new CARE health projects to address identified unmet needs.
- Strictly following up the medical and operational supply chain system, stock recording, timely ordering for the supplies and commodities in relation to the warehousing and using of the supplies including medicines and medical items.

#### **JOB RESPONSIBILITY 2: Grant Management:**

- In collaboration with other Hospital staff, develop expenditure plans, review Budget vs. Actual expenditure for the CERHSP grant monthly and take necessary actions
- In collaboration with the M&E Coordinator and M&E Officers, ensure the set data collection, data compilation, timely preparation and submission of all external and internal reports including weekly DHIS, donor's reports and other associated weekly, biweekly, monthly, quarterly, final and special reports.
- Lead the Lot 7B review of Budget vs. Actual expenditure on a monthly basis with staff, ensuring timely and accurate feedback to the relevant staff and departments.
- In collaboration with the relevant Staff, address any over/under expenditure issues through jointly developed corrective plans.
- Prepare internal and external reports (such as narrative reports, DHIS data reports) within agreed deadlines using CARE and donor formats, as required.
- Assure appropriate and timely spending of grants to achieve program goals, grant reporting contributions, use and distribution of supplies and resources in coordination with the Hospital Manager.
- Any other duties as assigned by the supervisor to enable and develop CARE programs.

#### **JOB RESPONSIBILITY 3: Managing Resources:**

- Keeping up to date with CARE South Sudan's financial, procurement and compliance systems and procedures and best practice in managing resources; and with Donor requirements concerning resource utilization
- As required, working closely with the supervisor in the preparation of cash projectors on a quarterly and monthly basis and ensure services and products providers are paid on time



- Reviewing monthly and quarterly expense reports prepared by CARE South Sudan Finance team and work with Managers to provide feedback and comments where necessary to the supervisor and the finance team
- Ensuring that Health project teams have all required supplies including medicines; follow up with CARE's procurement and UNICEF pipeline managers to ensure that supplies and requested and delivered in time. Follow up with respective managers for timely stock reporting
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**JOB RESPONSIBILITY 4: Representation, liaison and coordination and Managing Resources:**

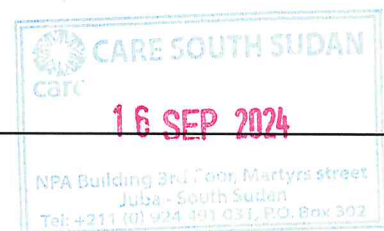
- Represent this Project with local government authorities, non-state actors, UN agencies, NGOs, and donors at the field site level. Engage and or delegate to program staff for sector representation as appropriate.
- Represent the CARE with beneficiaries and communities to encourage accountability to those we serve
- Upon request by the Senior Management Team, organize and facilitate field visits for stakeholders interested in visiting this Project.

**Qualifications Required (Know How)**

- Health professional (MD or RN with an MPH is preferred) with strong public health background.
- At least 5-7 years' experience in coordinating, implementing and managing primary and secondary health programs in developing countries and/or refugee settings.
- Experience in writing project proposals, concept notes, budgeting and donors' reports.
- Have experience in general management including financial and budget management, HR and logistics management.
- Background in situation analysis, health assessments M&E and program implementation.
- Skills and experience of remote management and willingness to travel.
- Flexible, diplomatic and have ability and willingness live and work under pressure and in potentially insecure environment.
- Fluent in English. Fluency in Arabic is a plus.

**Desired**

- Strategic technical and intellectual skills in Project/Program management Leadership, negotiation, facilitation, advocacy and conflict resolution skills
- Strong managerial and coordination skills, with good relationship management skills including ability to coordinate working with diverse teams
- Demonstrated ability to operate effectively in a highly complex organizational context
- Demonstrated ability to live and work in challenging environment
- An understanding of inclusive community involvement in the delivery of services



- Excellent interpersonal skills and demonstrated ability to interact professionally with culturally and linguistically diverse groups of people.
- Excellent communication (both oral and written English)
- Excellent writing skills, especially in the preparation of official documents and reports
- Good organizational and planning skills with attention to details
- Experience in providing support to partners and in particular senior Government Officials
- Experience in working within tight budget

### Experience/Technical Skills

- Previous experience working leading health projects in South Sudan
- Minimum of 5 years work experience in the Health Sector in South Sudan
- Operational experience and track record of success at national, State and County levels
- Good writing and communication skills
- Experience in coordination roles

### Personal Qualities:

- High levels of integrity, resilience, accountability, commitment, and determination

### HOW TO APPLY

The position will be based in Akobo. This position is ONLY open to South Sudanese Nationals. Opening Date **16<sup>th</sup> September 2024** and Closing date CARE South Sudan receiving application will be **4<sup>th</sup> October 2024**.

Applications and CVs should be delivered to: [jobs.southsudan@care.org](mailto:jobs.southsudan@care.org) Or Hand delivery to CARE Office NPA Building 3rd floor, Martyrs Street Juba South Sudan, or CARE Juba Head Office

### NB:

- Applications once received are not returnable
- Female Candidates are encouraged to Apply
- Due to the urgency of the position, applications submitted will be shortlisted on a rolling basis, should there be suitable candidates, and the position may be filled before the deadline for applications.

**Only short-listed candidates will be notified.**

### Attention!!!

*CARE South Sudan has a ZERO TOLERANCE approach to any abuse to, sexual harassment of or exploitation of a vulnerable adult or child by any of our staff, representatives, or partners. CARESS expects all staff to share this commitment through our Safeguarding Policy and our Code of Conduct. They are responsible for ensuring they understand and work within the remit of these policies throughout their time while at CARE.*



CARE is an Equal Opportunity Employer, promoting gender, equity and diversity and women candidates are strongly encouraged to apply.

