



INTERNATIONAL MEDICAL CORPS
Headquarters: 1919 Santa Monica Blvd., Suite 400, Santa Monica, CA 90404

MINISTRY OF LABOUR
16 AUG 2023
18/8/2023
REPUBLIC OF SOUTH SUDAN JUBA

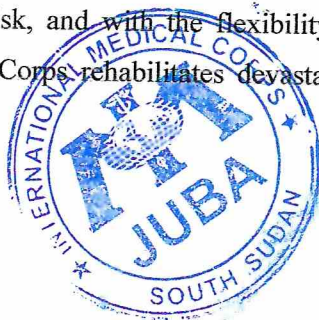
JOB VACANCY ADVERTISEMENT

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

Job Title:	Medical Coordinator (1 Position)
Country Program:	South Sudan
Location of Position:	Juba Office
Report To	Medical Director
Position Opened for:	South Sudanese only (Internal/External)
Desired Start Date:	ASAP
Advertised date	16/August/2023
Closing Date for Applications:	4/September/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 Purpose

(Provide summary description of the role)

The Medical Coordinator will be responsible for overseeing service delivery with the aim of ensuring quality medical care for patients and their communities. He/She will be responsible for improving the health and humanitarian living conditions of the target population across several projects supported by the IMC. The medical coordinator will contribute to the development of IMC medical programs supported in South Sudan and coordinate the medical response in the event of a crisis, under the direction of the Medical Director. He/she will provide technical support to program managers, and other operations focal persons in accordance with IMC policies and medical ethics. The position will predominantly support BHA project implementation in Central Equatoria State and can be deployed to support other field locations based on the needs.

Essential Job Duties / Scope of Work:

- Support in the definition, monitoring, and updating of the medical content of the IMC country policy, medical strategy, annual plan, and budget.
- Liaise with the program team and MEAL teams to design and implement a reporting system to monitor and evaluate the objectives, indicators, and outcomes of the project as well as trends in mortality and morbidity.
- Translate the identified health needs into a medical strategic vision and project objectives, priorities, and resources needed to meet the medical and humanitarian needs of the population at risk; ensure the achievement of objectives and goals within the defined time frame.
- Monitor medical and humanitarian needs in IMC project locations and surrounding areas and determine the resources needed to cover the medical and humanitarian needs of the project.
- Supervise and monitor medical and humanitarian trends and evolution, analysis, and reporting. Ensure reporting is of good quality and within IMC and donor deadlines.
- Ensure the appropriateness and quality of medical interventions conducted by IMC projects; identify and work on removing barriers to improve patient safety, provide effective medical care, and improve patient-centered activities.
- Together with the program managers, and the field site managers, the medical coordinator will directly supervise healthcare service delivery in IMC supported



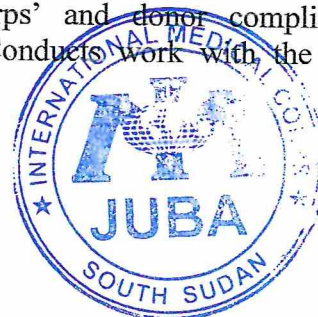
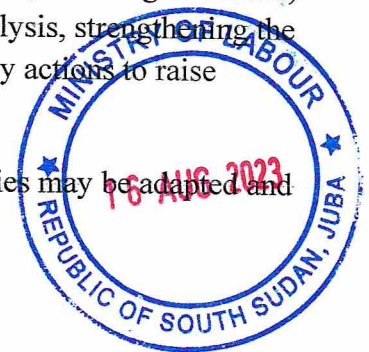
health facilities, ensuring that all supervisors and staff apply standard treatment guidelines, IPC guidelines and observe strict compliance to medical ethics.

- Ensure the highest standards of infection prevention and control within the limits of available resources.
- Participate in the definition and sizing of pharmacy and medical equipment procurements, timelines, procedures, and protocols with order preparation, in conjunction with the pharmaceutical and medical commodities manager, the Programs and Logistics Department; be accountable for proper management of the pharmacy in the mission, including project pharmacies.
- Participate in the planning, definition, and sizing of the health workforce and supervise the associated processes (recruitment, training, evaluation, etc.), in collaboration with the Human Resources (HR) Manager; coach and support medical teams and field site managers.
- Participate in the definition, update, and implementation of the IMC-South Sudan Health and Safety Policy framework including medical insurance, social packages, and the repatriation policy, in collaboration with the HR Manager
- Ensure the highest possible level of medical-related security (mental and physical health, safety in the workplace) and monitor the psychological state of all project staff, suggesting solutions to help improve issues related to mental health.
- Represent IMC in dealings with local medical authorities and maintain regular contact with other counterparts in the mission (e.g. NGO and, local organizations) in order to broaden the medical-humanitarian situation analysis, strengthening the impact of the medical intervention and supporting advocacy actions to raise humanitarian awareness
- Depending on IMC activities and needs, your responsibilities may be adapted and evolve according to the specific projects.

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 staff: 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)

- Master's in public health, Medical degree/ with public Health background.
- Minimum of four years of experience required, of which 1 to 2 years should be resource deprived environment
- Previous NGO experience
- Experience in technically supervising clinical and reproductive health staff in a complex setting.
- Experience in quality improvement projects in health services and settings will be preferred.
- Experience in managing, training, supervising staff, and motivating multiethnic and multicultural teams.
- Extremely flexible, and have the ability to cope with stressful
- Must be able to take on non-medical responsibilities from time to time to cover for other team members
- Skills and knowledge in program sustainability and capacity building, public-private partnerships and project monitoring and evaluation (both quantitative and qualitative methods)
- Strong writing and presentation skills.
- Proven capabilities in leadership required
- Strong negotiation, interpersonal and organization skills



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 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:
4/September/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.**

