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Approved by
Inspector of Labour
27/02/2025

Vacancy Announcement



JOB TITLE	County Health Coordinator
REFERENCE NUMBER	UNH/JB/2025/CHC
JOB TYPE	Full Time
REPORTS TO	Program Manager
DUTY STATION	Pochalla
NUMBER OF POST	01
OPEN TO	South Sudanese only
OPENING DATE	February 27, 2025
CLOSING DATE	March 21, 2025 at 3:00pm

Background/United Network for Health Summary:

United Networks for Health (UNH) is a non-political and a non-profitable South Sudan based National Non –Governmental Organization (NNGO) dedicated to the implementation of humanitarian and development programs by supporting the National efforts in addressing South Sudan Health, Nutrition, Water Sanitation and Hygiene, Food Security and protection that post Public Health threats within the integrated public health programming. UNH is seeking to recruit a County Health Coordinator to be based in Pochalla, Greater Pibor Administrative Area to support the County Health Department in general implementation of the Health Sector Transformation Project (HSTP).

Applicants should be in alignment with UNH organisation culture, values, of respect, Dignity, Accountability, Impartiality and Professionalism and it's vision of improving the quality of lives of people affected by poverty and disasters.

Roles & Responsibilities/Job Description

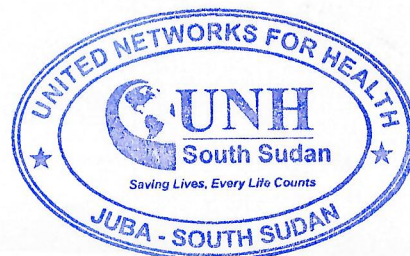
Project management:

- Develop detailed activity plans and manage implementation in line with project proposal activities and log frame guidelines.

- Provide support to CHD and the HF's in establishing and maintaining a standard supply chain system at all levels based on regular consumption data from HMIS and supervision findings.
- Ensuring Last Mile Distribution of medical supplies to the health facilities within 21 days from the day of receiving supplies.
- Ensures correct implementation of the BPHNS and the community component of the Boma Health initiative (BHI) as well as addressing challenges in collaboration with CHD and all other stakeholders.
- Track opportunities to mentor, strengthen and build capacity of health workers in all supported health facilities by organizing training, CMEs and mentorships for frontline health staff to ensure that areas of weakness are addressed through on-job and formal short-term trainings.
- Actively participate in direct supervision and ensuring adherence to MOH guidelines and treatment protocols.
- Check and verify health data collected from the health facilities and ensure accuracy and quality at the health facilities and in the DHIS system at the county Health department prior to submission.
- Organize and Champion the health cluster meeting in Pochalla county and participate in health-related forum/meetings at the county level and state level if required.
- Work with the County health department to develop community Health structures through effective implementation of BHI.
- Support the CHD to improve on the management of the health facilities and particularly ensure that monthly facility supervision is undertaken and support the payment of incentives by the FSP.
- Organize community feedback sessions to assess client satisfaction and major community concerns.
- Identify any health-related challenges within the county and discuss recommendations with the necessary stake holders.
- Conduct emergency surveys, needs assessment and data information for on-going programming and contribute to concept notes and proposal developments.
- Ensure to submit a weekly and monthly report to the program manager for report compilation and sharing with the stakeholders and health cluster.
- Manage project budgets to ensure appropriate spending in accordance with donor commitment and agency policies.

Logistics.

- Work with Logistics staff to conduct regular asset inventory and ensure proper maintenance of existing assets on ground. He/She is expected to update the asset register as well.



- Adheres to Logistic/Procurement proceedings through close tracking of drug consumption and other medical supplies and ensure timely requisition, procurement and distribution.
- Participate in procurement of items/goods and services at field level in coordination with UNH procurement guidelines and in coordination with UNH logistical staff at Juba Level.

Staff management.

- Together with CHD, She/he will ensure overall management of project staffs under harmonized scale by ensuring timesheets are submitted, staff's appraisals are in place and attendance list signed daily.
- Together with CHD, he/she will ensure that the staff incentive list is properly managed, and the right mix of staff are in place in all the health facilities.
- Support the CHD in human resource management in the county including recruitment of key health cadres, maintaining up to date HRIS (Human resource information system), preparation of staff incentive payrolls using the UNICEF recommended tools.

Monitoring and evaluation:

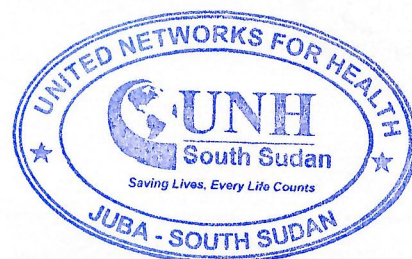
- Plan and implement monitoring and evaluation of the project activities in consultation with the program Manager.
- Ensure proper documentation of the project response activities including sending weekly updates to the Program Manager.

Communication and Documentation:

- Ensure accurate and timely communication between the field team and Juba based team including reporting of activities in line with donor requirements and delivery of information as requested.
- Ensure Project activity pictures are taken and sent to the program team in Juba for documentation and reporting.

Coordination:

- Develop and maintain transparent and honest communication and relationships with stakeholders (beneficiaries, local authorities/government officials, UN agencies, INGOs/NNGOs at county level)



- Represent the UNH to the authorities and other stake holders in Pochalla county and liaise with the other actors dealing with health/nutrition in the area.

Clinical Management of patients

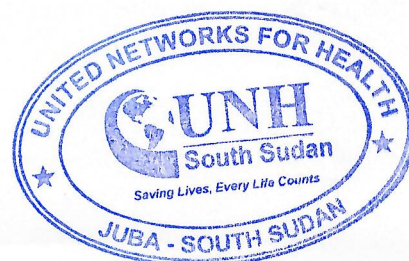
- Support the county hospital in providing OPD consultation, patients review when requested.
- Response to medical and surgical emergencies to provide appropriate care
- Support the county hospital through performing general surgical and obstetrics procedures whenever required.

Qualification

- A degree in Health-related courses, preferably e.g. Bachelor of Medicine and surgery, a post graduate diploma in management or public health is an added advantage.
- At least 5 years of professional experience in related fields.
- Ability to develop implementation plans for project activities
- A good understanding and experience of working with County Health Department, State Ministry officials, Donors, and UN agencies and the entire health system in South Sudan.
- Strong oral and written communication skills in English and spoken Arabic is an added value.
- Experience in writing and reviewing reports
- Proficient in computer programs such as word, ppt & Excel.
- Significant experience in and understanding of basic concepts of the fundamental project management process: initiating, planning, executing, monitoring, controlling and closing.

Skills and attributes

- Excellent analytical and logic skills.
- Self-starter and independent thinker and willing to follow instructions
- Team player with friendly personality; able to build strong interpersonal relationships with the local communities
- Able to work under pressure and with people from diverse cultures and backgrounds
- Flexible work style and with an interest in being part of a dynamic and evolving team.
- Excellent oral and written communication skills (English and spoken Arabic)



Prevention of Sexual Exploitation and Abuse

UNH has a Zero tolerance policy regarding Sexual Exploitation and Abuse. All forms of sexual exploitation and abuse are incompatible with the universally accepted norms, values, principles and standards that underpin UNH. Protection from Sexual Exploitation and Abuse (PSEA) is the responsibility of everyone and all selected candidates will be required to always comply with UNH'S PSEA Policy. Selected candidates will therefore undergo rigorous reference and background checks against their past behaviors related to sexual exploitation and abuse and may be required to provide additional information further on in the selection process.

How to Apply:

Application should include an updated Curriculum Vitae (CV) and cover letter (not more than four pages in length), the candidate should briefly describe his or her motivation for the position and highlight relevant experience. The above documents can be delivered to UNH Head Office in Juba along Munuki Mia Saba Road or send in soft copy to jobsatunh@gmail.com, the title as "County Health Coordinator – UNH/JB/2025/CHC" in the subject line. This is a National Position therefore ONLY South Sudanese Nationals are encouraged to apply.

**Due to the urgency to fill the position, CVs will be reviewed on a rolling basis.
Deadline: 03.00 pm – March 21, 2025.**

Only shortlisted applicants will be contacted. Female candidates are encouraged to apply.

Key Notes:

1. UNH is an equal opportunity employer and does not charge a recruitment fee or any other fees at all stages of the recruitment
2. Any form of canvassing will lead to automatic disqualification
3. Females & People living with Disability who suit the JDs are encouraged to apply
4. Address your application to; The Human Resource Officer of United Networks for Health South Sudan.

