Cordaid BUILDING FLOURISHING COMMUNITIES

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Vacancy notice

Advert opens 21st April 2022.

Introduction

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. We also stand for professionalism, expertise and solidarity across borders, to make a difference where it is most needed. Together with more than 600 partner organizations in Africa, Asia, the Middle East and Latin America we structurally improve the living conditions of the poorest and most excluded populations - the bottom billion.

Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity building. Currently it has programs in the area of Emergency Response, DRR, Health, Food Security, Security & Justice, Women Leadership and Investments.

Presently, Cordaid is expanding its program in different parts of the country. For that purpose, additional capacity is required. Therefore, Cordaid South Sudan would like to recruit for the position of **Covid-19 Project Coordinator as detailed below.**

Position: **Covid-19 Project Coordinator**
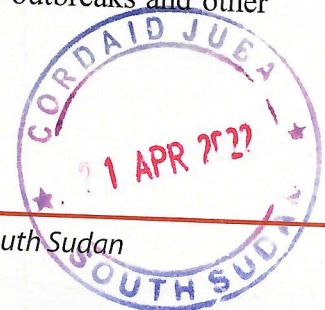
Based Locations: **Juba**

Number of positions: One (1)

Reporting Lines

The COVID-19 Project Coordinator reports to the Project Manager TB/HIV. S/he will provide supportive supervision to regional/state level facilities.
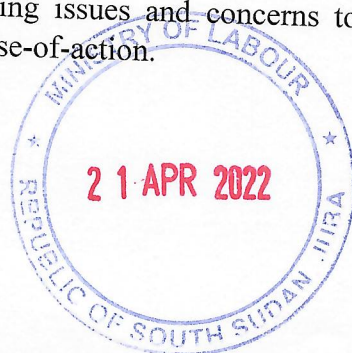
Purpose of this position:

Provides support to COVID-19 preparedness and response functions. Support planning and documentation initiatives with regards to emergency operations, mitigation, and recovery efforts of COVID-19. Essential duties include outreach and educational functions in the community to monitor and improve vaccine related activities. Performs reporting and guidance review of MOH guidelines for COVID-19 Case management, prevention, and response activities. Participates as a member of the Technical Working Groups; shall respond to large disease outbreaks and other

Public Health emergencies anywhere in the states supported by Cordaid. This position will be required to be "on-call" as assigned or during an event.

Key Responsibilities and Accountabilities:

- Establish and maintain strong relationships with MoH directorates, including Directorate of Preventive services, National Steering Committee (NSC)for Covid 19
- Coordinate implementation of proposed COVID-19-related activities at the national and State levels, including around public communication.
- Directly support relevant departments of the Ministry of health in program implementation at the national level.
- Coordinate inputs from the Subnational Activity Coordinators, to enable a cohesive and strategic approach to COVID-19-related program implementation.
- Monitor overall activity progress against agreed targets, milestones, and outputs. Reports on findings as per the agreed timeframes.
- Conduct engagement and education efforts with new and existing providers and critical organizations to increase COVID-19 - response mechanisms.
- Participate in the development of standardized protocols and guidance for COVID-19 Case Management Guidelines and oversee the development of response training materials for providers, volunteers, and partners.
- Provide support in the procurement, management, and distribution of mission-critical Case management guidelines for providers, volunteers, and partners.
- Participate in the development of continuous quality improvement methods to provide feedback to partner agencies and incorporate direct feedback from partners and the general public to inform planning and response and improve case management, RCCE, surveillance and activity effectiveness.
- Participate in COVID-19 TWGs operations to ensure even distribution of COVID-19 case management guidelines.
- Assists with COVID-19 response clinic operations and non-pharmaceutical interventions and support call center function as assigned.
- Contribute to building the national capacity through need identification, development, operationalization and implementation of a capacity-building and training plan.
- Conduct regular and frequent coordination meetings with all subnational health and other sectors' partners, convene internal meetings to monitor and evaluate programme implementation, State work plans, facilitation of resource mobilization, prioritization, accountability of all stakeholders and effective decision-making.
- Provide the Cordaid country office with briefings, situation reports and event management information through the programme Manager health; to enable the overall continuous monitoring and planning process would feed into Cordaid's communication and advocacy products, situation reports, etc. bring issues and concerns to the attention of the Project Manager with a recommended course-of-action.

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- Plan and coordinate training programmes of all health professionals on Covid 19 Clinical Management guidelines.
- Plan and coordinate Continuing Professional Development (CPD) in area of specialty for health workers.
- Dissemination/orientation sessions for guidelines.
- Update TB guidelines to provide for dual TB/COVID-19 testing and train health workers, lab techs, etc. on revised guidelines.
- Design/disseminate training manual/tools for BHTs for their roles (RCCE, surveillance) in COVID-19 response.
- Provide TOT to BHTs to undertake continuous, community-level risk communication activities.
- Performs other duties as assigned by the line manager.

Key Deliverables

- Monthly reports outlining key activities and progress in that reporting period and priorities for the following month.
- Presentation on progress, challenges, and future priorities in activity implementation as part of monthly and quarterly progress meeting with UNDP.
- A six-monthly report on the progress, which should include practices for effective, efficient implementation and replicability of activities, challenges faced and recommendations to improve COVID-19 case and community implementation strategy and maintain implementation quality.
- Other deliverables as required are based on the project and donor requirement.

Qualifications

- A university degree in Public Health, Epidemiology, Medicine, or any other relevant university degree.
- At least 5 years of experience with progressive responsibilities in managing program implementation, preferably in the field of public health, disease surveillance and control, epidemiology, emergency preparedness and response or other relevant fields.
- Sound understanding of Republic of South Sudan Government's COVID-19 'systems
- Sound understanding of the Republic of South Sudan Government systems at the national and State levels.
- Excellent team working and interpersonal skills including dealing both directly and indirectly with government officials and other development partners/stakeholders at various levels.
- Possess analytical skills and standard Report writing

Further information and how to apply.

Interested and qualifying applicants can submit their application letter including CV in English, copies of birth certificate, National ID and qualification documents, both phone and email contact details of at least 4 professional references, including most recent/current employer/supervisor to the following email hr.southsudan@cordaid.org

Mention the vacancy reference number position in the subject line on the envelops.
e.g.CSS002/04/22 Covid-19 Project Coordinator -Juba)

or

Applications can also be hand dropped at Cordaid Juba Office located behind the Equatoria/UAP Tower. Just a few meters after the Strome Foundation to the attention of the **Human Resource and Administration Manager - Cordaid**.

Deadline for submission is by the **10th May 2022**

Cordaid is an equal opportunities employer and women are strongly encouraged to apply

Only shortlisted candidates will be contacted. An integrity check will be part of the recruitment procedure

All applications submitted cannot be returned.