

VACANCY NOTICE

Job Title	County Health Coordinator
Office	ACRA Field office
Location	Baliet County, Upper Nile, Sudan South
Reporting to	Health and Nutrition Program Manager
Organization View	

AGENCY FOR CHILD RELIEF AID (ACRA) is a national Non Profit, Non-Government Humanitarian Organization founded by active, dedicated and committed South Sudanese professionals and fully registered under the Relief and Rehabilitation Commission (RRC), registration number 387 within the Ministry of Humanitarian Affairs and Disaster Management in accordance with NGO Act 2016 of the Republic of South Sudan. ACRA's aim is to provide sustainable livelihoods opportunities to support and transform the lives of the vulnerable children and populations both in South Sudan's urban and rural areas and help them enjoy adequate access to essential services including; Child protection, Education, Gender Based Violence (GBV) prevention and awareness, adequate and Safe Water Supply, Sanitation facilities, Sustainable Food Security & Livelihoods, Nutrition and Primary Health Care services in a manner that respects human rights principles while ensuring the peace and improved social well beings for all.

ACRA works towards addressing some of the most urgent humanitarian crisis and needs and contribute to development through rehabilitation and reconstruction following years of destructive conflicts which ruined the socioeconomic, health and institutional fabric of the Country.

Vision: A society where children and vulnerable communities are empowered and equitably access sustainable livelihood opportunities.

Mission: ACRA mission is to provide Hope and Recovery to conflict and natural disaster affected children and communities through engagement in the sectors of Livelihoods, Environment, Education, Protection and Emergency Aid.

As of now, ACRA is a sub-implementation partner of IMC UK on the COVID-19 Emergency Response and Health System Preparedness Additional Financing (CERHSP-AF) project.

The project will run for 18 months (1st January 2023 to 30th June 2024) in Baliet County, Upper Nile State, targeting two PHCCs and three PHCUs within a catchment population of 33,720 people. The intervention aims to strengthen the capacity of the SMOH and CHDs in providing essential and integrated quality health care services including maternal and child health care needs, including antenatal care, basic emergency obstetric care, communicable and non-communicable diseases, immunization and Sexual and Gender Based Violence (SGBV) case management, including clinical management of rape amongst displaced communities and host communities.

ROLES & RESPONSIBILITIES/JOB DESCRIPTION

Purpose of the position

The purpose of this role is to lead and provide technical support for the planning and smooth operation of Health activities based on the specific contextual factors, the assessments/needs identified, and the

overall program goals of ACRA. Support the overall capacity building of local staff and stakeholders in the Health Program. Coordinate the development of implementation plans and budget forecasts for health activities, and manage the field teams to achieve high-quality deliverables in a timely manner. In coordination with other sectoral leads, ensure that multisectoral programs are integrated and cross-cutting (e.g. gender, protection, climate, sustainability in all Health interventions) and oversee the implementation of primary, reproductive health and iCCM, and Nutrition programs at the county level.

Project management:

- Develop detailed activity plan 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.
- Ensures correct implementation of the BPHNS at CHD, PHCC, PHCU's and community component (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 organising trainings for health staff and ensuring 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.
- Organise and champion the health cluster meeting in Baliet 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 BOMA Health Initiative (BHI).
- Support the CHD to improve on the management of the health facility and particularly ensure that monthly facility supervision is undertaken and incentives for the health facilities paid on time.
- Organise community feedback sessions to check on the client satisfaction and major community concerns
- Identify, discuss and make recommendation to the obstacles, challenges and problems that affect health in the county.
- Conduct emergency surveys, needs assessments, and data information for on-going programming and contribute to concept notes and proposal developments.
- Ensure to submit a weekly and monthly report to programme coordinator for report compilation and sharing with the stake holders and health cluster.
- Manage project budgets to ensure appropriate spending in accordance with donor commitment and agency policies.

Logistics:

- Work with logistic staffs to conduct regular asset inventory and ensures proper maintenance of existing assets on ground. He/she expected to update 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 ACRA procurement guidelines and in coordination with ACRA logistical staff at Juba level.

Staff management:

- Together with the CHD, She/he will ensure overall management of junior staffs under harmonised scale by ensuring time sheets are submitted, staff's appraisals are in place and attendance list signed on daily
- Together with CHD finance and admin officer, he/she will ensure that staff payroll is properly managed, and the right mix of staffs 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 payrolls using organisation tool, and conducting staff appraisals based on the guidelines and procedures.

Monitoring and evaluation:

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

Communication and documentation:

- Ensure accurate and timely communication among the field team and between Balliet Office and Juba including reporting of activities in line with donor requirements and delivery of information as requested
- Ensure project activity pictures are taken and sent to programme team in Juba for documentation and reporting

Coordination:

- Develop and maintain transparent and honest communication and relationships with stakeholders (beneficiaries, local government officials, RRC, UN agencies, INGOs, NNGOs and the FSL Cluster at County level)
- Represent the organization to the authorities and other stakeholders in Balliet County and liaise with the other actors dealing with health in the area.

Perform any other duties as required by the Line Manager

MINIMUM QUALIFICATION/EXPERIENCE

- Degree in health-related course e.g. Public Health, Health Management with Prior qualification in Clinical medicine, Nursing or Midwifery is a plus.
- At least 5 Years in professional experience in related field.
- Ability to develop implementation plans for project activities;
- A good understanding and experience of working with County Health Officials, State Ministry Officials, Donors and UN agencies and the 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 programmes such as Word & Excel.
- Significant experience in and understanding of basic concepts of the fundamental project management processes: 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).
- The advantage of having worked in Baliet County is desired.

WORK CONDITIONS

The position is for a field staff member who will be based in Baliet County and may travel to the Juba Office and other locations.

JOB COMMITMENT

STARTING DATE

Immediately. Note that the evaluation of applications will be on rolling basis as we begin to receive applications due to the urgent nature of the position.

DURATION OF COMMITMENT

12 months with possibility of extension based on performance and funding availability.

SUBMISSION OF APPLICATION

The Application should be submitted by email to jobs@acra-ssd.org without copy to any other email.

- Hard copy applications sealed in envelop should be submitted at ACRA Office, Juba City Council: Block B5, Adjacent to the Munuki Payam Office, behind St. John School (*opposite the school borehole*), Munuki Town Block **OR** ACRA Office in Baliet County, GOAL Compound.

CLOSING DATE

20th January, 2023

OTHER INFORMATION

Please provide the following when applying for this post:

- Curriculum Vitae (CV) that contains details of your qualifications, experience, and present position, salary expectation, current or previous position held, contact details and names of three references.

Female candidates are highly encouraged to apply
Only short-listed candidates will be contacted.

