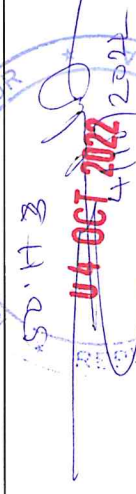


# Vacancy Announcement



<b>Job Title</b>	Health Officer- Immunization (Roving)
<b>Salary Band/ Level/ Grade</b>	8B
<b>Department</b>	Health
<b>Location</b>	Pigi County- Jonglei State
<b>Overtime Eligible (Per Local Law)</b>	N/A
<b>Opening Date</b>	Tuesday 4 <sup>th</sup> October 2022
<b>Closing Date</b>	Friday 21 <sup>st</sup> October 2022



## BACKGROUND:

The International Rescue Committee (IRC) responds to the world's worst humanitarian crises and helps people to survive and rebuild their lives. Founded in 1933 at the request of Albert Einstein, the IRC offers lifesaving care and life-changing assistance to refugees forced to flee from war or disaster. At work today in over 40 countries and 22 U.S. cities, we restore safety, dignity and hope to millions who are uprooted and struggling to endure. The IRC leads the way from harm to home. IRC has operated in South Sudan for over 30 years now delivering humanitarian relief, post-conflict assistance, and development programs in both refugees, internally displaced and host community settings. IRC operates in 10 field offices including in Juba with program portfolio covering health, nutrition, EH, child protection, economic recovery and development (ERD)/livelihoods, women's protection, and empowerment, Education, and general protection. IRC continues to provide life-saving assistance and humanitarian aid to vulnerable South Sudanese, trying to rebuild their lives and restore peace. The IRC's new strategy in South Sudan will prioritize improving health, safety, and economic well-being, targeting women, children, and other vulnerable.

## SCOPE OF WORK

### PURPOSE FOR THE JOB:

The Health Officer provides professional technical, operational, and administrative assistance to ensure the success of zero- dose immunization intervention in the county.

The Health Officer reports to the Health Manager for close guidance and supervision.

### Key function, accountabilities, and related duties/tasks

#### Summary of key functions/accountabilities:

- ❖ Support in programing and planning zero dose immunization interventions in the county
- ❖ Program management, monitoring and delivery of results
- ❖ Technical and operational support to program implementation
- ❖ Networking and partnership building
- ❖ Innovation, knowledge management and capacity building

#### Support to program development and planning

- ❖ Support the State Ministry of Health, the CHD on vaccine delivery, including establishment and replacement of cold chain equipment and logistical support to mobile vaccination sites.





- ❖ Prepare technical reports and inputs for program preparation and documentation, ensuring accuracy, timeliness, and relevancy of information with support from the M&E department.
- ❖ Facilitate the development and establishment of sectoral program goals, objectives, strategies, and results-based planning through analysis of health immunization needs and areas for intervention and submission of assessments for priority and goal setting.
- ❖ Provide technical and administrative support throughout all stages of programming processes by executing and administering a variety of technical program transactions, preparing materials and documentations, and complying with IRC organizational processes and management systems, to support program planning, results-based planning (RBM), monitoring and evaluation of results.
- ❖ Prepare required documentations and materials to facilitate the program review and approval process.

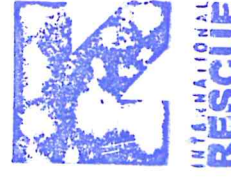
### **Program management, monitoring, and delivery of results**

- ❖ Monitor and prepare regular reports on the implementation of the Zero-dose immunization interventions and the Action Plan for mass immunization
- ❖ Participate in monitoring and evaluation exercises, program reviews and annual sectoral reviews with the CHDs and other counterparts and prepare minutes/reports on results for follow up action by higher management and other stakeholders.
- ❖ Prepare inputs for sectoral program donor reporting.



### **Technical and operational support to program implementation**

- ❖ Undertake field visits and surveys and share information with IRC's internal structures, partners, and stakeholders such as the CHD to assess progress and provide technical support and/or refer to relevant officials for resolution. Report on critical issues, bottlenecks, and potential problems for timely action to achieve results.
- ❖ Provide technical and operational support to the CHD and other office partners/donors on the application and understanding of IRC's policies, strategies, processes, and best practices on health-related issues to support program implementation, operations, and delivery of results.
- ❖ Develop by working closely with the CHD, County level micro plans targeting Zero Dose Communities with Immunization interventions.
- ❖ Establish relevant relationships with EPI managers at County and State level to ensure integrity of antigens and other vaccine supplies and mitigate stock outs to ensure continued routine and supplementary immunization activities
- ❖ Conduct regular program reviews with the relevant program teams monthly to monitor implementation against project documents (Work plans, Spending Plans and Targets) for timely course correction and adaptations.
- ❖ Establish structures at community level to facilitate immunization practices at the community level working with the relevant community structures including Boma Health Committees, Community leaders, Village chiefs, Women, and youth leadership
- ❖ Build networks with community health structures including Boma Health Initiative and Communication for development partners to strengthen collaborations on health promotion and social behavior change communication for immunization
- ❖ Will work with the CHD and SMOH, to ensure integrity of the cold chain during outreach sessions to ZDC
- ❖ Ensure proper documentation of all outreach activities through regular routine immunization reports to the National Systems, success stories on project impact on immunization and populations and regular status updates to project leadership towards adaptive program management.
- ❖ Work with the Client responsiveness manager to set up client feedback mechanisms for targeted ZDC to ensure the quality of services provision meets community expectations
- ❖ Support the recruitment of qualified and highly motivated project Immunization vaccinators in targeted areas, support the CHD HR Officers to maintain the HRIS records for recruited vaccinators in file and





- prepare and provide training on the Immunization in Practice Modules for all vaccinators to ensure delivery of high-quality services.
- ❖ Conduct regular support supervision to all outreach sites using quality of care supervision tools and provide on job mentorship and coaching to all vaccinators and health promoters.
  - ❖ Map out the positioning of health promoters in ZDC and ensure continued SBCC and demand generation for EPI is ongoing through the project lifecycle, ensure identification of defaulters and appropriate referral linkages to immunization services.
  - ❖ Establish cross border referral channels and mechanisms to ensure continuum of care for migrating, displaced and mobile pastoral communities identified through GIS and other innovative approaches
  - ❖ Participate in the Human centered design process to identify barriers and enablers to Immunization services delivery for ZDC and work to ensure services delivery in this context.

### **Networking and partnership building**

Build and sustain effective close working partnerships with the CHD/ SMOH through active sharing of information and knowledge to enhance program implementation and build capacity of stakeholders to deliver concrete and sustainable results.

Draft communication and information materials for advocacy and promote awareness creation for the intervention.

Participate in appropriate inter-agency coordination meetings and provide the relevant updates

### **Impact of Results**

The efficiency and efficacy of support provided by the Health Officer to program preparation, planning and implementation facilitates the delivery of concrete and sustainable results that directly impact the improvement of the health of the most marginalized and vulnerable children in the county.

### **Desirable Core Competencies**

- ❖ Nurtures, Leads and Manages People
- ❖ Demonstrates Self Awareness and Ethical Awareness
- ❖ Works Collaboratively with others
- ❖ Builds and Maintains Partnerships
- ❖ Innovates and Embraces Change
- ❖ Thinks and Acts Strategically
- ❖ Drives to achieve impactful results

### **Recruitment Qualifications**

#### **Education:**

- ❖ A university degree in one of the following fields is required: public health, health systems, pediatric health, family health, global/international health, health policy and/or management, environmental health sciences, biostatistics, socio-medical, health education, epidemiology, or another relevant technical field.

#### **Experience:**

- ❖ A minimum of one year of professional experience in one or more of the following areas is required: public health planning and management or health emergency/humanitarian preparedness, knowledge of basic Primary Health Care.

#### **Language Requirements:**



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- ❖ Proficiency in English is required, intermediate Juba Arabic is desirable.

## **STANDARDS OF PROFESSIONAL CONDUCT:**

The IRC and IRC workers must adhere to the values and principles outlined in IRC Way Standards for Professional Conduct. These are Integrity, Service, Accountability and Equality. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

## **SAFEGUARDING POLICY:**

The IRC has a zero-tolerance policy for safeguarding violations by staff, incentive workers, visitors, sub-grantees, suppliers/sub-contractors, and implementing partners. Safeguarding at the IRC is an integral to the organizational values and ethics, and staff and associates are expected to take all reasonable steps to prevent the sexual exploitation, abuse, and harassment of any person linked to the program by both its employees and any downstream partner. The successful candidate will be subject to a thorough background check and satisfactory references.

## **NARROWING THE GENDER GAP:**

The International Rescue Committee is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including a flexible hour (when possible), maternity leave, transportation support, and gender-sensitive security protocols

## **EQUAL OPPORTUNITY EMPLOYER:**

IRC is an Equal Opportunity Employer. IRC considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable laws

***‘WOMEN, MINORITIES AND PEOPLE LIVING WITH DISABILITIES ARE ENCOURAGED TO APPLY.’***

## **HOW TO APPLY:**

Interested applicants should submit a **CV with 3 references** and a copy of their **South Sudan national ID**, to **IRC Office Juba** or, by email to [SS-HR@rescue.org](mailto:SS-HR@rescue.org) **Not later than 5:00 PM of Friday 21<sup>st</sup> October 2022.**

**NOTE:** Only short-listed candidates will be contacted and attach photocopies only while original academic documents will be asked at the interview panel and all the photocopies will remain the property of IRC.

**LEBEL YOUR APPLICATION CLEARLY: “HEALTH OFFICER- IMMUNIZATION, PIGI COUNTY- JONGLEI STATE”**



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