



CATHOLIC MEDICAL MISSION BOARD, SOUTH SUDAN

JOB ADVERTISEMENT SENIOR PROGRAM COORDINATOR CHILDREN AND MOTHERS PARTNERSHIPS (CHAMPS)

Position: Senior Program Coordinator
Report to: Program Director
Location: Yambio, Western Equatoria, South Sudan
Start Date: 01 November 2021
Duration: 12 months (Renewable)
Application Deadline: 30th-October 2021



About CMMB

Catholic Medical Mission Board (CMMB) is an International Non Governmental Organization that believes in a world in which every human life is valued, and health and human dignity are shared by all. CMMB believes that access to quality healthcare is a basic human right. For more than 100 years, we have worked with global partners to deliver locally sustainable, quality healthcare solutions to women, children and their communities. CMMB is committed to making these rights a reality for all.

CMMB believe change starts with her. We work tirelessly for women's and children's health because they are disproportionately affected by illness and poverty. We know that healthy, educated, and empowered women are better able to raise healthy, educated, and confident children, and that communities depend on healthy thriving individuals. We're making an impact – learn more on our website at www.cmmb.org

CMMB South Sudan is committed to learning and evolving in order to build on the gains made in the last 10 years through strong vertical and horizontal team structures in alignment with related national strategies of the South Sudan Ministry of Health (MOH), in order to meet the 'SDG goal 3' by 2030.

We believe in people. We strive to live out our core values of collaboration, love, excellence and respect every day. We provide our employees with a competitive salary and a meaningful benefits package, with



opportunities to learn and grow. We especially encourage all persons of diverse backgrounds to apply. Read more from our President & CEO below.

DEPARTMENT SUMMARY

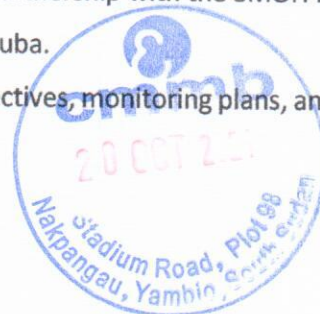
CMMB's Program Department plays a critical role in delivering life-saving programs, ensuring access to quality health services through health systems and local capacity strengthening. CMMB's Program Management approach strives to utilize its resources in achieving its program goals through a cost effective and efficient system. The department works to ensure that all activities implemented are in compliance with CMMB policies, the National Ministry of health policies and donor requirement. Through a team of dedicated staff, the team upholds utmost integrity, honesty and love in the execution of their roles to achieve CMMB's vision, mission and core values.

CMMB seeks a Senior Program Coordinator (SPC) to manage the CHAMPS program in South Sudan, also known as "Children and mothers' partnerships (CHAMPS), CMMB's commitment and signature approach to building long term community capacity for protecting the lives of vulnerable women and children. The CHAMPS program integrates all key areas of maternal, newborn, and child health. Reporting to the Program Director, the Senior Program Manager for CHAMPs will provide technical support to the program on all related planning, budgeting, implementation, monitoring, compliance, reporting and facilitation of daily activities. The incumbent will supervise two Deputy Coordinators: one managing the MNCH program and the other managing the related WASH and Community mobilisation aspect of the program; ensuring that these components are managed horizontally as an integrated program. As this program is implemented in four (4) Country Offices in the CMMB Global programming, the SPC will also work closely with the NY-based technical team as part of the CMMB global CHAMPS community.

KEY RESPONSIBILITY

Under the supervision of the Program Director and working in collaboration with the NY-based programs team:

- Review, design, execute, and report on CHAMPS, ensuring a strong partnership with the SMOH in Yambio, the community leaders and key directorates of the MOH in Juba.
- Define priority high-impact activities to address needs, with clear objectives, monitoring plans, and benchmarks to achieve them





- Continually analyze program data and adjust implementation approaches to attain or maintain the highest quality.
- Strengthen the capacity of technical and non-technical team members in the program to ensure efficiency, effectiveness, and long-lasting impact of the program.
- Oversee and manage the daily project activities using CMMB's program toolkit
- Empower the Deputy Coordinators through delegation, guidance, coaching and mentorship, to meet weekly, monthly and quarterly targets.
- Work closely with the Program Director and the Finance Manager to ensure all aspects of the program, including operations and program support needs are taken into account in the budgeting process; carefully monitor the project budget through monthly and quarterly reviews, provide quarterly forecasts of the program budget, recommend interventions to any over or under spending or incorrect postings.
- Work with other relevant CMMB departments/units (Procurement, Administration, Human Resources) internally to ensure program resources are procured in a timely manner, the necessary logistics are in place for timely activities, and staff are better supported to cope in these unprecedented times.
- Ensure that managerial, administrative, and financial procedures comply with CMMB and donor policies and procedures, and that the project is implemented according to CMMB business principles, policies and procedures.
- Bringing any issues of risk, liability, fraud or abuse to the immediate attention of the Program Director or Country Director, or through appropriate channels set up for managing complaints where applicable.
- Weave the team into a high-performing team, strengthening the culture of collaboration through trust, clearly defined staff roles, access to tools and resources, collective goals and clear and regular communication.
- Strengthen the integrated program approach, working closely with the Nutrition, Child Protection and GBV Program Managers as well as the Covid-19 Program Coordinator, to ensure all preventive and response measures are in place to avoid the spread of Covid-19.
- Work cooperatively with external program partners, namely the MOH and the SMOH in WES, St. Theresa Hospital in Nzara, the Health Cluster, as well other UN and NGO partners.



- Ensure proper supervision of all project personnel, individual contractors and international volunteers assigned to the program, where applicable.
- With support from deputy coordinators, prepare monthly activity schedules and project reports and submit them on time.
- Oversee the implementation of the program performance monitoring and evaluation plan, alongside the Strategic Information Manager.
- Provide strategic support and supervision to project activities ensuring the quality of services, achievement of targets, impact and sustainability of outcomes.
- Document “good practices” and develop an effective program approach that supports learning and promotes good practices, sharing lessons learnt and good practices beyond the organisation.
- Promote Safe Motherhood intervention as CMMB’s signature program, ensuring community satisfaction and external visibility.

QUALIFICATIONS AND JOB REQUIREMENT

The following knowledge, skills and abilities may be acquired through a combination of formal education, prior experience, or on the job training:

- Bachelor’s degree, preferably in medicine; specialisation in reproductive health a plus
- Five (5) or more years of public health program implementation and/or management experience, with excellent knowledge in people and budget management; experience in health systems strengthening a plus.
- Proven ability in coaching and mentoring senior program staff, as well as creating a conducive learning environment.
- Strong command of presentation, written and oral communication in the English Language.
- High networking and diplomacy skills.
- Strong project planning, management, monitoring and evaluation skills.
- Strong knowledge in capacity building on safe motherhood/maternal and neonatal care.
- Strong knowledge in behaviour change communication on maternal and child health care
- Strong knowledge in computer applications including word processing and spread sheet.
- Must be a team builder committed to the transfer of knowledge.
- Willing to travel extensively and cover difficult assignments within Western Equatoria.



How To Apply:

Interested applicants should submit their application together with resume/CV to CMMBSouthSudanJobs@cmmb.org indicating position applied for on the subject line. Please include telephone and email contacts of 3 references and your daytime telephone/cell phone contact in your CV. This position is required urgently, and interviews will be conducted as CVs are received, therefore please apply immediately if interested. Female candidates are highly encouraged to apply. Only shortlisted candidates will be contacted.

