



**Save the Children**

18 October 2023

**Internal/External Job Advertisement**

Save the Children is an international non-governmental organization that works for a future of children, their families and communities realize social equity and dignity; have access to their basic physical, emotional and development needs.

SCI is seeking to recruit: -

**Job Title: Clinical Officer (1)**

**Location: Akobo West – Walgak**

**Reports to: Health Program Manager**

**Contract Period: 12 Months**

**CHILD SAFEGUARDING:**

Level 3: the role holder will have contact with children and/or young people either frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work in country programs; or are visiting country programs; ore because they are responsible for implementing the police checking/vetting process staff.

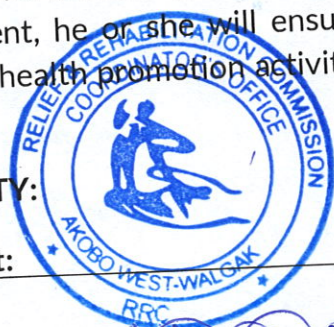
**ROLE PURPOSE:**

The **Clinical officer** will be responsible for ensuring the implementation of quality lifesaving primary health care interventions both preventive and curative service activities, providing direct patient care and lead the clinical team in their respective PHCU or mobile clinic including overseeing triage and managing referrals.

Under the guidance and supervision of the Emergency Response Management Officer, and working with the county health department, he or she will ensure that clinical services are managed according to MoH guidelines and health promotion activities are implemented in the catchment population.

**KEY AREAS OF ACCOUNTABILITY:**

**Planning and Management:**

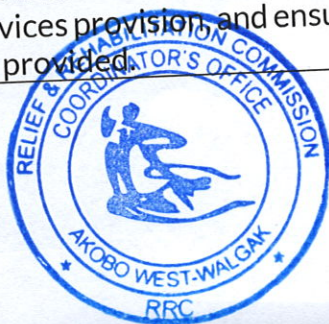




- Solely responsible for leading Mobile clinic teams.
- Organize the mobile clinics, share the schedule with the supervisor/manager and guide services on day to day basis
- Ensure referral pathways of critically ill patients are properly planned and implemented as they arise
- Alert the health team of any notifiable diseases in collaboration with the surveillance team.
- Assist the HFO in supporting the process of planning, budgeting, forecasting, over all coordination and implementation of mobile team activities at mobile clinics.
- Ensuring efficiency and quality of service delivery at Mobile teams/clinics
- Ensure proper use/ration drug prescriptions, IPC and HCWM protocols at all times.
- Directly supervise and regularly appraises staff of the Mobile clinics
- Undertake management responsibilities assigned to him/her from time to time by his/her Supervisor
- Attend refresher training and participates in the training/CME of medical staff to ensure the maximum use of their skills and their full and effective participation in curative, prevention and control activities.
- Together with other health team, is responsible for encouraging community participation in health activities to ensure the long term ownership and effectiveness of the Programme.
- Establish and train BHWs and other community volunteers in collaboration with appropriate community leaders, and health facility heads, as well as ensure continuous capacity building and follow up support is provided to them.

### Service delivery

- Ensure that clinics services are delivered as scheduled and the referral system maintained. He or she has to ensure that the PHCCs and PHCUs within the area of support are regularly provided with the essential PHC services including OPD consultations, Reproductive Health, EPI, malaria control, health promotion, collection of appropriate data and information within the community.
- Provide support supervision as well to all staff on outreach activities at mobile clinic sites.
- Ensure that all Mobile clinic/BHWs are provided with drugs, vaccines and medical and nutrition supplies necessary for their full functioning,
- Ensure that BHWs and Community Health Committees are fully engaged to provide support to mobile clinics and PHCUs facilities and participate in health services management
- Collaborates with other SCI staff in training (BHWs), village health committee members and the general community in key identified health issues
- Work with communities to ensure that there is appropriate referral of patients in timely manner
- In consultation with health facility heads and community representatives, identify sites for outreach services provision, and ensure communities are well communicated about the days and services provided.






- Work with health facility heads and health authority to ensure effective referral pathways for those in critical needs.
- Discuss with community leaders/representatives and health facility heads on the referral criteria, and ensure that those criteria are posted on public places and health facilities.

### **Monitoring Evaluation, accountability and learning**

- Ensure correct record keeping and data management (all registers) for all activities of the mobile clinics and PHCUs facilities are in place,
- Ensure that raw health data, drug, vaccine and medical supply consumption and orders reports are prepared and submitted on a timely basis to Health Officer for compilation
- Participate in writing timely and accurate weekly/monthly reports in ensuring the input of all key facility staff concerned are well captured.
- Participate in continuous assessment of the health needs of the community and contribute to possible project development based on provision of accurate needs identified
- Participate in monitoring and evaluation of the facility activities, etc.

### **Representation**

- Liaise, on behalf of SCI, with Government structures in County, payams and Boma as may be delegated by the Health Programme Officer/Manager etc.
- Coordinate with Payam health authorities and other agencies on issues of Community involvement in health services delivery
- Represent SCI in related coordination meetings at the Payam, County and State levels whenever called upon

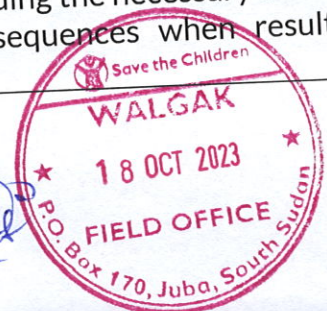
### **Other general duties**

- Carry-out any other duties and/or responsibilities assigned by immediate supervisor
- Provide feedback and information of relevance to the program.

### **BEHAVIOURS (Values in Practice)**

#### **Accountability:**

- holds self-accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values
- Holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.



### Ambition:

- sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages their team to do the same
- widely shares their personal vision for Save the Children, engages and motivates others

### Collaboration:

- builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
- values diversity, sees it as a source of competitive strength
- Approachable, good listener, easy to talk to.

### Creativity:

- develops and encourages new and innovative solutions
- Willing to take disciplined risks.

### Integrity:

- honest, encourages openness and transparency; demonstrates highest levels of integrity

## QUALIFICATIONS AND EXPERIENCE

### Essential

- BSc/Diploma in clinical Medicine, Nursing from a recognized training institution. Higher diploma in any health field will be an added advantage.
- Appropriate training in PHC, Nutrition is a plus.
- At least 2 years of experience working with a community based primary health care programme is essential
- Experience working with an International NGO will be an added advantage

### Skills/abilities

- Good knowledge of South Sudan clinical guidelines
- Good clinical knowledge, diagnosis and management of common clinical conditions and emergency conditions
- Good knowledge of computer systems and applications (Word, Excel,)
- Ability to write and interpret reports and training of other staff
- Fluent in English (spoken and written), working knowledge of Arabic or local language is a major asset.
- Have the capacity to live and work with people of different backgrounds Enhance team spirit, good communication skills, flexible and is able to live in an isolated areas with basic services.
- Knowledge in Social work
- Good communication skills





### Additional job responsibilities

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.

### Equal Opportunities

The role holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures;

### Child Safeguarding:

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

### Safeguarding our Staff:

The post holder is required to carry out the duties in accordance with the SCI anti-harassment policy

### Humanitarian response

In the event of a major humanitarian emergency, the role holder will be expected to work outside the normal role profile and be able to vary working hours accordingly

### Health and Safety

The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.

### Application Information:

Please attach a copy of your CV and cover letter with your application, and include details of your current remuneration and salary expectations. A copy of the full role profile can be found at [\(SCI Career Site Careers \(oraclecloud.com\)\)](#)

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

All employees are expected to carry out their duties in accordance with our global anti-harassment policy.

In case you face difficulty to access the link, please come to Save the Children International head office Juba Hai Malakal or SCI Field Offices for HR Technical support

**Deadline** for submitting applications: **08<sup>th</sup> November, 2023.**

**Cc: [MoJobadvert@gmail.com](mailto:MoJobadvert@gmail.com);(National Ministry of Labour email Address Juba)**

Approved By  
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Coordinator  
Chuo! Luach Lek



18/10/2023