



INTERNATIONAL MEDICAL C

Headquarters: 1919 Santa Monica Blvd., Suite 400, Santa Monica, CA 90

JOB VACANCY RE-ADVERTISEMENT

Job Title:	Medical Coordinator (1)
Country Program:	South Sudan
Location of Position:	WAU
Position Opened for:	South Sudanese only
Reporting to:	Site Manager
Advertised date	October 16th , 2019
Closing Date for Applications:	November 06th , 2019

Organizational Background

International Medical Corps is a global, humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs. Established in 1984 by volunteer doctors and nurses, International Medical Corps is a private, voluntary, nonpolitical, nonsectarian organization. Its mission is to improve the quality of life through health interventions and related activities that build local capacity in underserved communities worldwide. By offering training and health care to local populations and medical assistance to people at highest risk, and with the flexibility to respond rapidly to emergency situations, International Medical Corps rehabilitates devastated health care systems and helps bring them back to self-reliance.

Essential Job duties / Scope of Work:

ROLES/RESPONSIBILITIES

Main Responsibilities:

- Provide clinical care to patients in the PHCC (IPD (short stay/emergency unit & OPD, and ensure that high quality clinical care is provided to patients at the clinic/ in patient ward.
- Work closely with the site manager /health coordinator /Medical director and field teams to determine the operational needs of the medical program within the scope of the grants
- Work closely with the clinical officer and health teams to determine the training needs of the medical staff
- Collaborate with the health coordinator /Medical Director SMOH, CHD and relevant international/ national health agencies for the development of an approved curriculum to meet training needs and implement those plans through the management team and field teams



- Work with the program team and health teams to design and implement a reporting system to monitor and evaluate the objectives, indicators and outcomes of the project as well as trends in mortality and morbidity
- Review and provide input for weekly/Quarterly field reports in order to analyse trends and adjust the programs as needed
- Work with SMOH and health partners, WHO to ensure implementation of standardized national health information systems
- Work with field teams to ensure provision of basic life serving services in case insecurity and outbreak preparedness and contingency planning
- Work with field teams and logistics to procure plan program activities s
- Work with UN agencies (UNICEF, WHO, UNFPA) and partner agencies to acquire drug kits and health information materials for medical programs
- Analyse pharmacy reports to monitor drug consumption for the site and adjust program as needed
- Regularly update health coordinator on progression of programs as per protocol
- Maintain flexibility to take on added responsibility as and when needed

1. Representation

- Attend health coordination /HC meetings as well as other coordination meetings which are relevant to the health programs
- Represent the organization at task force meetings, assessment missions, camp coordination meetings, UN coordination meetings, INGO coordination meetings and communicate relevant information to site manager /health coordinator and MD
- Serve as a liaison with MOH on matters related to the health program to ensure programmatic accountability
- Ensure maximum visibility of the agency amongst the NGO community
- Lead the production of reports at site and ensure the timeliness and accuracy of information provided, as well ensuring confidentiality of sensitive information.
- Contribute to the creation of a positive image and overall credibility of the organization, notably through the application of the organizations Code of Conduct, ethics, values and stand-point with regard to internal and external actors.

2. Human Resources Management

- Assist in the selection and training of qualified health staff, recommend disciplinary action and termination of staff in consultation with the site manager HR /health coordinator Medical Director.
- Supervise the day-to-day health staff to ensure smooth and effective operations
- Ensure compliance to local labor laws including working hours
- Maintain open lines of communications with all field staff

3. Training/ Capacity Building

- Determine training needs medical staff



- Train staff to increase their responsibilities in order to build capacity and ensure sustainability of programs

4. Working Relationships

- Maintain frequent communication with site Manager/Health coordinator /program manager and Medical Director to ensure program activities and objectives are communicated
- Work with site Manager and Logistics staff to ensure the coordination of programs supplies are within budgeted targets.
- Conducted weekly / monthly meeting with the health staff to identified the gaps needs in order to ensure running of the activities.
- Ensures application and compliance of security protocols and policies

5. Prevention of Sexual Exploitation and Abuse

- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within International Medical Corps and amongst beneficiaries served by International Medical Corps.
- Other duties as assigned. The duties and responsibilities listed are representative of the nature and level of work assigned and are not necessarily all-inclusive.

Essential Requirements (Provide at least 6-8 requirements):

- Medical degree/ Public Health, Nurse Midwife with public Health background.
- Minimum of three years of experience required, of which 1 to 2 years should be resource deprived environment
- Previous NGO experience
- Must have excellent communications skills, both oral and written
- Must have excellent self-motivation skills
- Extremely flexible, and have the ability to cope with stressful.

Desirable Requirements:

- Master's in Public Health.
- Must be able to take on non-medical responsibilities from time to time to cover for other team members
- Skills and knowledge in program sustainability and capacity building, public-private partnerships and project monitoring and evaluation (both quantitative and qualitative methods)
- Strong writing and presentation skills;
- Proven capabilities in leadership required
- Strong negotiation, interpersonal and organization skills



Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within International Medical Corps and amongst beneficiaries served by International Medical Corps

If you meet the above mentioned requirements, please submit a Cover letter indicating daytime, contact numbers, copies of Updated CV, South Sudanese National ID addressing to Human Resource Department IMC Juba or Wau Office. If you are submitting your application through email, please submit to SS-Recruiting@internationalmedicalcorps.org and hand delivered applications should be submitted to Juba Head Office. Plot # 1. Block C West, 3rd Class, Nimra Talata, Near Basketball Stadium, Juba Town, Central Equatoria

NB: Please indicate the title of the position that you are applying for on your application envelope or Email subject line.

Closing date for all application is November 06th, 2019

We appreciate your Applications; however, Only Shortlisted Candidates will be contacted for interviews.

