



INTERNATIONAL MEDICAL CORPS

Headquarters: 1919 Santa Monica Blvd., Suite 400, Santa Monica, CA 90404



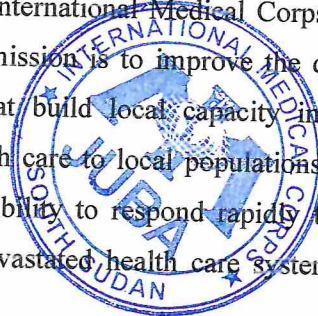
JOB VACANCY ADVERTISEMENT

International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction. If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website provided at the end of this document

Job Title:	Emergency Project Manager (1 Position)
Country Program:	South Sudan
Location of Position:	Malakal
Report To:	Program Manager/Field Site Manager
Position Opened for:	South Sudanese only (Internal/External)
Desired Start Date:	ASAP
Advertised date:	6/October/2023
Closing Date for Applications:	25/October/2023

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 (provide at least 6-7 bullet points):

He/she will be responsible for daily activities in the facilities which among others include:

- The Emergency project Manager, lead the county level implementations of emergency response projects, contributes to the development of International Medical Corps strategy by proposing an operational Emergency strategy for his/her county.
- Field level Representing International Medical Corps and coordinating assessments and activities with implementing agencies in the area to avoid duplication and to address gaps in service.
- Promoting leadership through regular and efficient internal coordination meetings for personnel on site.
- Identifying and building collaborative partnerships with NGO partners, sub-grantees, and other stakeholders at the county level.
- Collaborate and manage referral pathways, services maps, and other networks that may assist client to access services,
- Overseeing projects management functions in the area of responsibility including planning and the timely implementation of programs,
- Reviewing county level implementation against expenditure, workplan and data at least monthly; proposing solutions to under/overspending,
- Promoting accountability, communicate expectations and provide constructive feedback via regular performance reviews,
- Integrating MEAL approaches and activities into program plans and operation, outlining how MEAL will be implemented at each stage of the program cycle,
- Assisting in the development, implementation, and maintenance of field site standard security documents. Create an environment where personnel adhere to and respect security procedures.

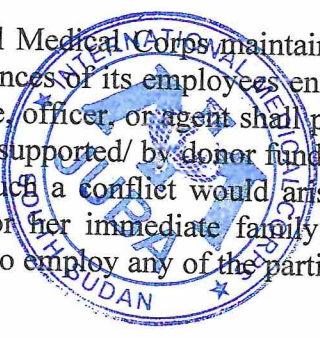


Prevention of Sexual Exploitation and Abuse

- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within IMC and amongst, vendors-suppliers and beneficiaries served by IMC.

Compliance & Ethics: Promotes and encourages a culture of compliance and ethics throughout International Medical Corps. As applicable to the position, maintains a clear understanding of International Medical Corps' and donor compliance and ethics standards and adheres to those standards. Conducts work with the highest level of integrity.

Ethical conduct for IMC staffs: The International Medical Corps maintains a code of standards of conduct that shall govern the performances of its employees engaged in the award and administration of contracts. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported/ by donor funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or about to employ any of the parties indicated



above, has a financial or other interest in the firm selected for an award. IMC officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to sub-agreement. These standards shall provide for disciplinary actions to be applied for violations of such standards by IMC officers, employees, or agents.

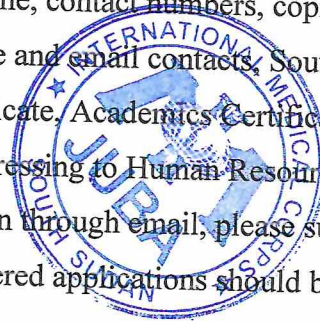
Personnel Qualifications (special training/experience required)

- Typically, a bachelor's degree in public health, social Science, emergency management, management studies or related field is preferred. Equivalent combination of relevant education and experience may be substituted as appropriate.
- At least 3 years of relevant progressive experiences in humanitarian relief or development sector, NGO programs and project experience with increasing responsibilities,
- Experienced project manager with strong competency in financial management and strategic planning,
- Excellent communication skills and the ability to represent International Medical Corps to a broad range of people and organizations,
- Teamwork, flexibility, and relationship building skill, ability to develop good working relationship across functional and culture, quite often at a distance,
- Problem solving skills in a day-to-day crisis situation.
- Fluent in use of Microsoft office suite and web-based files,
- Must be South Sudanese
- Good knowledge of Arabic and English languages.



HOW TO APPLY

Interested candidate (**South Sudanese Nationals**) who meets the above criteria, should submit their Application (cover letter) indicating daytime, contact numbers, copies of Updated CV with at least three referees, their telephone and email contacts, South Sudanese Nationality ID Card or Passport, Birth Certificate, Academics Certificates, (**Documents are not returnable once submitted**) addressing to Human Resource Department IMC. If you are submitting your application through email, please submit to SS-Recruiting@internationalmedicalcorps.org. Hand delivered applications should be



submitted to Plot No 320 Block 3K, 2nd Class Residential areas, Pope Francis Road, Thongpiny Juba, Central Equatorial South Sudan) Or in IMC Malakal Office

Note: Clearly indicate the position you are applying for on the back of your Envelop OR on subject line of your e-mail.

Closing date for receiving application:
25/October/2023

Please note applications received will be reviewed on a rolling basis and this position might be filled before the closing deadline.

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

Website for reporting misconduct: www.InternationalMedicalCorps.ethicspoint.com. Please do not submit your CV or application to this website, it will not be considered for review

