

South Sudan

50.43

VACANCY ANNOUNCEMENT
External

Vacancy NO: NO- JUB-PROJECT –MGER - 2022-09-22-34-N

Job Title: COV19 Project Manager (1 Position)

Location: Juba - Central Equatoria State. South Sudan

Reports To: LOT-Program Manager

Start Date: ASAP

Eligibility: South Sudanese National Only.

**About RI:**

Relief International is a leading nonprofit organization working in 20 countries to relieve poverty, ensure well-being and advance dignity. We specialize in fragile settings, responding to natural disasters, humanitarian crises and chronic poverty.

Relief International combines humanitarian and development approaches to provide immediate services while laying the groundwork for long-term impact. Our signature approach — which we call the RI Way—emphasizes local participation, an integration of services, strategic partnerships, and a focus on civic skills. In this way, we empower communities to find, design and implement the solutions that work best for them.

Job Summary:

Relief International is anticipating funding for its National Covid-19 Campaign project in Four Counties of Upper Nile including Akoka, Balliet, Maban and Panyikang Counties. The **COVID-19 Project manager** will directly be responsible to oversee the whole COVID-19 project in consortium with other partners (TRI-SS, UNH and ARDF) in the 4 project counties of Maban, Balliet, Panyikang and Akoka. The post holder will work closely with the COVID-19 project coordinators from UNH, TRI-SS and ARDF. He/she will be responsible for managing the project finances and ensuring the project deliverables are

Major Roles and Responsibilities

The Project Manager's specific responsibilities are'
Program Management & Implementation (60%)

- Directly Project Manage all aspects of the COVID-19 vaccination campaign project.
- Provide Health sectoral leadership and technical support to the project; working with the Roving coordinators and the Consortium partner coordinators to develop the project Detailed Implementation plan and budget forecast for the project.
- Coordinate with other sectoral leads to ensure multi-sectoral programs are integrated and cross-cutting (e.g. gender, protection, nutrition and sustainability within all Health interventions).
- Coordinate with field teams to ensure the proper execution of the COVID-19 project against all set objectives and targets within the agreed budgets and timeframes.



South Sudan

- Implement and maintain reporting systems to monitor and evaluate the project objectives, indicators and outcomes of the projects.
- Contribute to the creation of reports, ensuring the quality and accuracy of technical information provided as well as the confidentiality of internal information as required. Support field teams in regular budgetary follow up to ensure timely expenditure of health budgets.
- Liaise with all internal and external counterparts of the project; ensure external representation of RI in health sector meetings including participating in technical and sectoral meetings to ensure visibility amongst local authorities. Pass relevant information to the program director.
- Work closely with program support functions (logistics and finance departments) for Health program supplies and activities planning.
- Assist with the recruitment of COVID-19 project staff.
- Any other task as delegated by the Supervisor

Technical Oversight (20%)

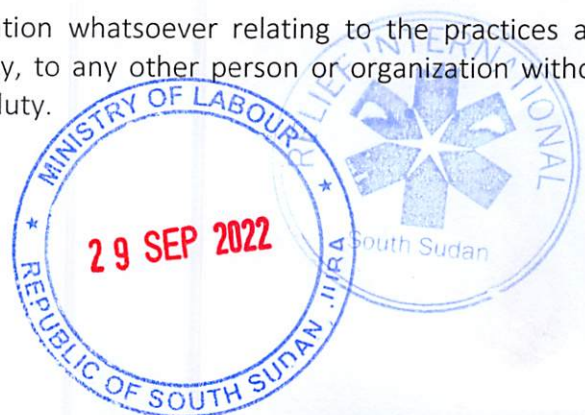
- Ensure that technical quality and standards are upheld during project implementation; assess and analyze Health activity progress continuously through lessons learned, field assessments, and design and implement response plans; and identify opportunities for innovation, improvement and adaptive management.
- Responsible for overseeing proper management of project supplies at main warehouse and at county level and closely monitor proper consumption of the project supplies.
- Coordinate and participate in regular monitoring and supervisory visits to the Project counties to ensure provision of quality care to beneficiaries.
- Liaise with MOH and/or other CHD to ensure proper feedback and complaint reporting system.
- Coordinate with MEAL department to develop/adopt data collection tools in line with donors reporting requirements.
- Ensure gender and protection is considered throughout the project cycle, with women being enabled to influence decision making around Health challenges.

Staff Management and Development (20%)

- Directly supervise technical health teams in Juba.
- Ensure capacity development plans are in place and capacity is built for all direct reports and for the health team as a unit.
- Ensure a positive and safe working environment and good team dynamics (solve out potential conflicts) and promote team working conditions.
- Create an environment that fosters learning and development

Confidentiality

- Ensuring the non-disclosure of any information whatsoever relating to the practices and business of RI acquired in the course of duty, to any other person or organization without authority, except in the normal execution of duty.
- Protect beneficiary information



South Sudan

Note:

The role of the **Project Manager** cannot be limited to the specific duties and tasks detailed herein. The success of the RI's humanitarian mission is the highest priority and all issues, which arise, must be addressed accordingly. Therefore, the **Project Manager** will be required to support in unforeseen issues and circumstances and remain flexible to perform other duties, as and when required by supervisor

Job Qualification and Minimum Requirements

a) Qualification

- Bachelor Degree in Medicine or Clinical Medicine or Public Health or Nursing. Masters of Public health is of high advantage. Master in Public health is an added advantage

b) Experience:

- Minimum 5 years' experience in health project implementation.
- Experience in conducting National immunization campaigns
- Knowledge and Experience in South Sudan EPI program
- Experience in conducting trainings
- Ability to conduct community and resource mobilization.
- Experience in results-based management, monitoring and evaluation;
- Familiarity with the following donors; MOH, UNICEF and World Bank rules and procedures would be an advantage;
- Familiarity with South Sudan and in particular Upper Nile,
- Experience in project development and team management

c) Technical skills required

- Experience working in similar position
- Demonstrates a high understanding of the responsibilities specific to the job, as well as the ongoing capacity to stay abreast of changes in job function.
- Excellent computer skills
- Strong interpersonal skills
- Excellent oral and written English
- Strong reporting skills

d) Competencies

- Plans, Coordinates and organizes workload, for changing priorities and competing deadlines.
- Establishes, builds and maintains effective working relationships with others.
- Willingness to work in remote field location
- Proven Leadership and communication skills
- Approaches work with energy and constructive positive attitude.
- Demonstrates the ability to make good decisions about what should be done given a specific situation. Thinks carefully before taking action, and behaves appropriately for the circumstance.
- Demonstrates the ability to use creativity, reasoning, past experience and available resources to resolve issues.



South Sudan

e) Language Requirements:

- Ability to communicate effectively in English, both in written and in oral form;
- Knowledge of Arabic is highly desirable.

General Conditions

Applicant must not be person with bad record or have been convicted of Sexual Exploitation and Abuse (PSEA), Sexual Harassment and Child abuse cases

Systems Compliance and Improvement

- RI South Sudan specific finance, logistics, IT, security, communications and human resource/administration policies and procedures.
- Any new procedures and guidelines designated in circulars from the program manager or Country office.

Policy compliance – Mandatory Reporting Policy (MRP):

- Ensure any violations of the RI Sexual Abuse and Exploitation Code of Conduct and other RI Policies are reported in accordance to the RI Reporting mechanism. The reporting of violations is an obligation on the part of all staff members.
- Assist where necessary in undertaking activities that aim to prevent the occurrence of sexual abuse and exploitation of beneficiaries by RI and other humanitarian workers

We would like to share Relief International's values with you:

We uphold the Humanitarian Principles: humanity, neutrality, impartiality, and operational independence. We affirmatively engage the most vulnerable communities. We value:

- Inclusiveness
- Transparency and Accountability
- Agility and Innovation
- Collaboration
- Sustainability

APPLICATION SUBMISSION CRITERIA

HOW TO APPLY:

Aspiring potential interested applicants should complete RI Job application form, which can be downloaded alongside with the advertisement

The job application form once completed, should be submitted along with motivational letter and copies of academic documents online clearly marked on the reference; **NO- JUB-PORJECT.-MGER 2022-09-22-34-N to recruitments@ri.org** to the attention of the HR Manager

Deadline: **October 18th, 2022. 5 pm SSD local time.**

- Females are highly encouraged to apply
- Only shortlisted applicants will be contacted

Note: Due to urgency of this position, shortlist will be done on rolling basis!

