

Date: 1st November 2024

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JOB ADVERTISEMENT: HEALTH COORDINATOR

Title: Health Coordinator (I)
Based Location: Warrap Tonj North
Department: Programme
Reporting To: Head of Programmes
Line Management Responsibilities: Health Officers/Clinical Officers at field level
JOB PURPOSE: This position exists under the Health and Nutrition sub-projects. The overall objective is to ensure project implementation, planning, coordination, supervision, capacity building of health and Nutrition workers and active monitoring in order to provide of effective health/nutrition services to the population according to national practice guidelines. The position holder reports to IR Head of Programmes.

KEY WORKING RELATIONSHIPS

The post holder has regular contact with all IRSS country office staff, field offices & health and nutrition facilities staff, patients, and other Project Officers and programme staff in area of specialism.

SCOPE AND AUTHORITY

Scope of the Role:

The job holder is accountable for fulfilling his or her roles and responsibilities in line with Islamic values and principles of fairness, humanity, honesty, respect and fair treatment of his/her colleagues and staff. The Health Officers and Clinical Officer upholds the Programme policies focused on Health and Nutrition.

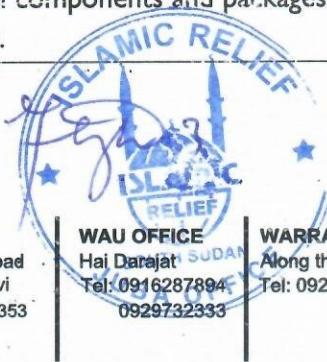
Responsibility for Resources:

The job holder is accountable for maintenance, ensure proper use of medical equipment, drugs, nutrition products, vaccine, and any other related pharmaceuticals supplies.

KEY ACCOUNTABILITIES

Key Accountability 1: Clinical Services and Patient Care

- Supervise provision of clinical care to patients in all IR health facilities supported ensure that quality clinical care is provided.
- Manage all components and packages of medical services based on the South Sudan treatment guidelines.



- Supervise and monitor clinical officers, midwives and nurses including their clinical competence, support and provide guidance as necessary.
- Review clinical staff performance regarding adherence to guidelines and protocols to ensure quality of care.
- Maintain highest standards of infection prevention and waste disposal and ensure staff adherence to.
- Ensure proper integration of appropriate clinical packages activities (treatment, EPI, maternal health, health education, WASH, etc.) at all health facilities.
- Review and analyze weekly and HMIS/NIS monthly reports.
- Follow up on referred complicated medical cases which cannot be managed at that health facility level.
- Monitor rationale usage of medical equipment and supplies across health facilities.

Key Accountability 2: Capacity Building and Training

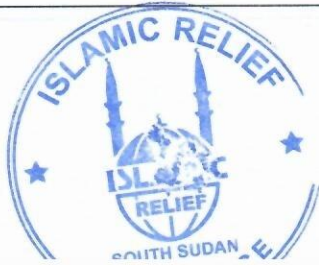
- Assess clinical staff competence and recommend or implement a capacity building activity including in-service training or formal trainings.
- Participate in supportive technical supervision.
- Plan and implement health project trainings.
- Promote flow of communication between IR office and health facilities staff.

Key Accountability 3: Stock Management of Supplies

- Work with the team to analyze weekly & monthly consumption of medications and supplies.
- Strengthen stock management system for medications, equipment and other medical supplies including monitoring of tracer drugs and maintaining buffer stocks.
- Ensure there are no stock outs of essential drugs and supplies at the facilities at different sites.
- Monitor and audit stock regularly.
- Maintenance of drugs and stock management in line with IR policies and MOH guidelines.
- Assist in preparation of equipment, drugs and medical consumables requisition; that includes selection, acquisition and maintenance.

Key Accountability 4: Leadership, Rules and Regulations

- The post holder shall take lead of primary health care and clinical service delivery for all IR supported health as well as nutrition facilities in South Sudan.
- Participate in assessment, planning, implementing, reporting, Monitoring and evaluation of health and nutrition projects and sub-projects.
- Identify and maintain regular contact with relevant interlocutors in the community, health facility, CHD, SMOH and other NGOs operating in the area.
- Respect the internal rules of IR and comply with country health sector regulations and guidelines.
- Lead IR representation in health coordination forums (MOH, Clusters) and/or any other missions, campaigns, iRRM, etc.
- Any other additional responsibilities as assigned to by the supervisor.



Key Accountability-5: Programme development, Reporting, networking, communication and advocacy

- The post holder will be responsible for developing new project/proposal for primary health care and nutrition services for IDPs, Refugees as well as host communities and flood and drought vulnerable people;
- The post holder will coordinate with all thematic coordinators of IRSS and develop integrated project proposal in coordination with FSL, WASH and GPI sector;
- Develop consortium/ partnership with the relevant NGOs/INGOs as well as with the government for accessing institutional donor;
- Represent IRSS in UN Health and Nutrition Clusters and participate coordination meeting and submit report to the cluster;
- Develop HRP and submit to the online portal;
- The Post holder will be responsible to follow the Standard Operating Procedure (SoP) and will work as a member of Rapid Emergency Response Team (RERT) in case of any emergency and will report Emergency Response Programme Manager if RERT is in place;
- The Post holder will be responsible to follow the Core Humanitarian Standard (CHS), Ihsan and IRW compliance (policies and procedure);
- The post holder will be responsible for need assessment, preparation of interim and final report.

MINIMUM REQUIRED KNOWLEDGE AND EXPERIENCE

QUALIFICATIONS

- Medical doctor or other relevant health profession with at least 3 years' experience of clinical practice including working in primary health care in South Sudan.

SKILLS

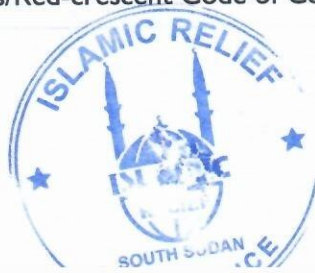
- Strong background in clinical medicine, primary health care and ministry of health treatment Guidelines.
- Competent written and spoken English, Arabic as an added advantage.
- Good record keeping and accurate reporting skills.
- Computer skills & familiarity with of Microsoft word, excel, outlook is essential.
- Able to learn and commit to Islamic Relief Worldwide values and code of conduct.

ATTITUDES

- Understanding of country cultural diversity and respect to others.
- Good interpersonal and communication skills.
- Proactive and takes initiative.
- Presentable, outgoing with a pleasant character.

DESIRABLE

- Ability to move freely and frequently travel to the field.
- Previous experience working with international humanitarian organization.
- Familiarity with the Millennium Development Goals, Sphere Standards, Do no harm policy, Red-Cross/Red-crescent Code of Conduct, Humanitarian Accountability etc.



- **How to apply**

Interested candidates should submit their applications letter briefly describing a motivation for the position and highlight relevant experience, updated Curriculum Vitae (CV), National ID and copies of certified certificates to official email address: IRSS.recruitment@islamic-relief.com.ss

Hand delivery to IRSS Yei offices not later than the deadline of Wednesday 20th November 2024 at 4pm local time.

Only shortlisted candidates will be contacted.

- Due to the urgency of these roles, Islamic Relief South Sudan request to do shortlist of applications prior to the closing date.

Female candidates are strongly encouraged to join our work culture that empowers every employee to share ideas and take responsibility. At IRW, we think outside the box. We encourage ideas and give responsibility to all employees at all levels, to help solve the complex issues that we face. You will have many opportunities to be heard and take the initiative

