



HEALTHCARE

FOUNDATION

ORGANIZATION

To improve and advance the "Quality of Healthcare" in South Sudan and its Regions

JOB VACANCY ANNOUNCEMENT

VA/HFO/REACH/GAVI/09/2024

Job title:	EPI State Coordinator (1).	
Reporting to	REACH Project Manager.	
Department:	Health	
Hours:	40 hours per week	
Duty station:	Bor, Jonglei state, and Upper Nile state	
Opening date	September 19 th 2024	
Closing date	October 8 th 2024	
Starting date	ASAP	

BACKGROUND

About Healthcare Foundation Organization (HFO) was founded in 2015 in South Sudan over 7 years ago and has built a long-term local presence in Equatoria Region (Central Equatorial State (Juba), Upper Nile Region (Jonglei State, (Fangak, Ayod, Twic and Canal/Pigi Counties), Upper Nile state, Panyikang county and Unity State, Leer County) as well as Bahr El Ghazal Region, Warrap State, Gogrial East County). The regional office is in Sudan, and the head office is in Khartoum, White Nile State, and the Blue Nile States. Our country's team of advisors uses their expertise in health, nutrition, protection, food security, education, water sanitation, and hygiene. We work in the above States to support over 300,000 affected -population developments and humanitarian aid projects/Programs

HFO has been working in South Sudan since 2017 and works in six States. Our services are in line with Humanitarian core policies and are tailored for specific South Sudan organizations, initiatives, and regions. HFO would like to implement an anticipated Program. For more information, please visit HFO's website at www.hfo-ss.org We wish to recruit interested and qualified applicants for the position of Lab technician.

OUR VISION STATEMENT

HFO envisions empowered, holistically transformed, and peaceful communities growing in unity and diversity towards self-reliance.

OUR MISSION STATEMENT





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HFO exists to inspire, empower, and transform communities to move towards self-reliance by providing holistic social services and development assistance.

1.0 PURPOSE OF THE POSITION:

1.1 Specific Responsibilities:

Scope: The Healthcare Foundation Organization (HFO) is a respected South Sudanese national non-governmental registered by the Relief and Rehabilitation Commission (RRC) as a non-profit organization.

We assist vulnerable populations in South Sudan affected by conflict, natural disasters/climate change, and disease outbreaks.

The Healthcare Foundation Organization is looking for a competent South Sudanese national to fill the position of EPI State Coordinator on the Gavi REACH Project. We are committed to providing the necessary support and resources to excel in this role.

This position (EPI State Coordinator) forms part of the technical team on the Gavi REACH Zero-Dose Immunization Project. It will be based in Bor and will oversee REACH Project activities in four counties (Ayod, Pigi Canal, Twic East, and Panyikang) in Jonglei and the Upper Nile States.

The EPI State Coordinator manages coordination with the state ministry of health and county health departments and represents the Healthcare Foundation Organization and Gavi REACH Project at coordination and subnational health cluster meetings in Jonglei and Upper Nile States.

The EPI State Coordinator manages the Bor Field Office and prepares and submits reports to the REACH Project Manager in Juba.

Competencies

2.0 Core Values:

- Inclusiveness (respect for diversity)
- Integrity.
- Professionalism.
- Effectiveness
- Innovation

3.0 Core Competencies:





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- Awareness and Sensitivity Regarding Gender Issues.
- Accountability.
- Creative in Problem Solving.
- Effective Communication.
- Inclusive Collaboration.
- Stakeholder Engagement.
- Leading by Example.

4.0 Functional Competencies (Responsibilities):

- Manage the field office in Bor and oversee project implementation in Jonglei and Upper Nile states.
- Plan and execute state engagement meetings with stakeholders in Bor, Jonglei State, and Malakal, Upper Nile State.
- Manage four EPI Supervisors in Ayod, Pigi Canal, Twic East, and Panyikang Counties.
- Ensure the availability and prepositioning of vaccines and supplies at supported health facilities.
- Supervise and monitor the implementation of activities in Ayod, Pigi Canal, Twic East, and Panyikang Counties.
- Take charge of networking and coordination with the state health ministry, county health departments, and other health partners. Work closely with partners, including the state Ministry of Health in Jonglei and Upper and county health departments in Ayod, Pigi Canal, Twic East, and Panyikang Counties, to support the implementation of the Zero-Dose Immunization (ZIP) Program.
- Represent HFO and Gavi REACH Project and attend coordination and sub-national health cluster meetings in Jonglei and Upper Nile States.
- Prepare and submit events, activities, and monthly narrative reports.
- Any other duty assigned by the supervisor/project manager.

Required Skills and Experience

5.0 Education:

- Higher diploma or a bachelor's degree in public health, nursing, or social work.
- Excellent verbal and written communication skills in English.
- The ability to communicate in Arab or any local language widely spoken in project locations is an added advantage.

Website: <http://hfo-ss.org/>

Email: info@hfo-ss.org / healthcarefoundation.org@gmail.com

Address: Kololo road behind Catholic University of South Sudan / Opp. UNIDOR Office / Plot No: 143 blocks (1) Juba Nabari (Tongpiny, Khartoum Regional Office at GAH Compound)





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- Flexible and self-motivated team player who can manage multiple tasks efficiently and complete tasks on tight deadlines.
- Excellent knowledge of MS Office applications, internet, and office technology equipment.
- Strong analytical and problem-solving abilities.

6.0 Experience:

- 7.0 3+ years of experience working on the Expanded Program on Immunization (EPI).
- 8.0 3+ years of demonstrated proficiency in project management, developing and implementing activities, staff supervision, budget preparation, and execution.
- 9.0 Demonstrated proficiency in data monitoring and evaluation, data collection, analysis, and reporting. Knowledgeable and experienced working in Jonglei and Upper Nile States.

7.0 Skills:

- Ability to work autonomously and under pressure
- Willingness to work in all kinds of contexts including unstable and remote areas
- Commitment to HFO's work and values
- Adaptable and able to work in a multicultural team
- Flexible and able to manage stress
- Available for a minimum of 6 months

7.0 Languages:

- Fluency in English and local language within the project site

8.0 HFO STATEMENT:

- HFO staff must adhere to the values and principles outlined in the HFO Code of Conduct and Ethics, HR Policy Manual, Prevention from Sexual Exploitation and Abuse policy, GBV, and Child Safeguarding Policies.
- Following these values, HFO enforces policies on beneficiaries, partners, and service providers to protect vulnerable groups from being exploited and to ensure a safe environment free from harassment.

13.0 HOW TO APPLY:

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SEP 2024

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- ✓ Applications should be addressed to the Human Resource & Administration Manager by quoting the vacancy position not later than **October 8th, 2024 @ 5.00 PM.**
- ✓ Applications received after this date will not be considered and submitted using the email address: recruitment@hfo-ss.org and copy recruitments@hfo.org@gmail.com
- ✓ Due to limited internet space, **HAND DELIVERY** of Applications is allowed, and please find the address of the HFO Office below this advert.
- ✓ Hand delivers to HFO security Guard in Tongpiny, off the Catholic University of South Sudan or Near to UNIDOR Office
- ✓ Due to the urgency of these positions, applicants **WILL BE** selected on a rolling basis and before the dateline.
- ✓ Qualified female applicants are particularly and strongly encouraged to apply!

HFO Employment statement: Healthcare Foundation Organization (HFO) provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color religion, sex, national origin, age, disability, political affiliation, or marital status

