

OUT-PATIENT THERAPEUTIC PROGRAMME (OTP) SUPERVISOR

Background

Malaria Consortium (MC) is a British registered charity (www.malariaconsortium.org) specialising in communicable disease control programmes. In the Republic of South Sudan MC provides support to the Ministry of Health (MoH). This includes high level technical support for the development of policies, guidelines, and strategies. It also includes capacity building work to strengthen the quality of care provided by health facilities. In the past year we have also begun implementation of community-based programmes focussing on controlling key childhood illnesses. Our current ICCM programmes are focussed on the treatment of diarrhoea, malaria, pneumonia, and severe acute malnutrition.

Location

The position is based in Northern Bahr el Ghazal and will report to the Nutrition Programme Officer. The OTP Supervisor must be willing to work across several counties in NBEG and be prepared to stay overnight in remote locations.

Duties

The successful candidate will be responsible for the following duties:

Technical Support:

1. Supporting implementation of nutrition project activities, as part of the wider integrated community case management (ICCM) programme:
 - Assist and facilitate training of Community Nutrition Workers (CNWs) on the treatment of severe acute malnutrition (SAM);
 - Ensure adherence to the current IM-SAM protocols in the Outpatient Therapeutic Programme sites (OTPs) through direct supervision of CNWs;
 - Assist with planning and implementing both community mobilisation and health / nutrition education activities;
 - Supply CNWs with drugs and materials in a timely manner and report any likely needs to the Nutrition Programme Officer;
 - Supervise both the assessment and treatment services, and the community level implementation of the nutrition programme;
 - Organise regular meetings with CNWs and report the outcome to the Nutrition Programme Officer;
 - Provide direct supervision of CNWs including completion of monthly supervision checklists giving constructive written and verbal feedback;
 - Work with the Monitoring & Evaluation Officer to ensure regular evaluation of Community Nutrition Workers' performance and provide directed support as required;
 - Maintain an updated CNW register.

Coordination:

1. Assist in liaison with key partners, including County Health Departments, local leaders, NGO partners, and other stakeholders as required, ensuring strong links between the nutrition programme and other sectors
2. Assist in building and maintaining links with health and other nutrition services (e.g. supplementary feeding programmes and stabilization centres)
3. Help in ensuring good links between the MC nutrition and ICCM programmes

Reporting:

1. Provide supervisory support to CNWs to ensure they are able to produce high quality reports at the OTP site
2. Ensure that CNW monthly reports are collected from OTP sites on a timely basis and to a high standard
3. Assist in the compilation of statistical data and draft appropriate activity reports as directed by the Nutrition Programme Officer
4. Work with the finance department to prepare financial requests and ensure the timely reporting of expenditure

Administrative and Other Duties:

1. Assist the Nutrition Programme Officer in preparing monthly written reports on activities to the Programme Manager
2. Submit appropriate requests for supplies to ensure that OTPs remain stocked, follow-up on orders and monitor consumption of medical and non-medical supplies at OTP sites
3. Conduct a monthly physical inventory of all nutrition supplies at OTP sites and report back to the Nutrition Programme Officer
4. Carry out any other duties as required by the line manager

Experience, skills and qualifications***Essential***

1. Secondary school diploma
2. At least two years field experience in nutrition programmes including work in OTPs
3. Strong background in training and capacity building
4. Ability to find solutions to complex problems in a challenging environment
5. Excellent planning and organisational skills
6. Good written and spoken English
7. Reasonable computer skills particularly Microsoft Office
8. Flexible, ability to work both as an individual and as a team member and under stress in what can be a harsh environment
9. Republic of South Sudan National, preferably from NBeG.
10. Fluent in Dinka

Desirable:

1. A broad range of experience including logistics
2. Experience working in drug/commodity supply management
3. High level health and nutrition qualification
4. Excellent written and spoken English

Female applicants who meet the above requirements are strongly encouraged to apply.

Package: Competitive NGO salary and benefits.

Contract duration: 1 Year (with 3-month probation)

Contact Details: CVs can be handed into the Malaria Consortium Office, Ayuang, Aweil Town or emailed to m.ahern@malariaconsortium.org

Application Deadline: Friday 16th September 2011

This post is subject to funding approval. Only successful applicants will be contacted for an interview. If you do not hear from us please consider your application unsuccessful.