POSITION DESCRIPTION

**HEALTH COORDINATOR – Basic Services fund**

**Reports To:** County Support Team Leader – BSF Fund

**Classification:** Exempt

**Job Summary:**

As a member of the BSF project County Support Team (CST), the Health Coordinator will work as a member of the team to ensure the successful implementation of the BSF-funded, Health Systems Development project, in Duk County, Jonglei State, for IMA World Health. The primary responsibility will be to collaborate with the Duk County Health Department to support and build the capacity of health care workers at the facility level and to improve the delivery of basic health services in the County.

**Essential Functions:**

1. As part of the County Support Team, work to implement the activities of the project.
2. Pursue opportunities to mentor, strengthen and build capacity of counterparts (EPI, nutrition, health education, midwifery, pharmaceuticals, laboratory services, surveillance etc. officers) within the County Health Department (CHD) in supervision visits of health services in the county.
3. Pursue opportunities to mentor, strengthen and build capacity of health workers at the facility level through supervision visits.
4. Working with the assigned project M&E Officer, CST Leader and Program Manager, establish and maintain an effective Monitoring and Evaluation system for the project, and ensure that regular analysis is utilized by the senior state management team in its planning and budgeting.
5. As part of the County Support Team, effectively utilize the full state health management team to ensure maximum effectiveness in accomplishing the goals of providing the Basic Package of Health Services to as much of the Payam population as possible in the Counties within the financial limits of the grant.
6. Working with the CST Leader, Program Manager, Technical Advisor, and Logistics Coordinator, ensure timely procurement and distribution of drugs, and other commodities to the health facilities within the County.
7. Submit timely, accurate and professional program reports that meet donor requirements.
8. Liaise with host county government officials, project partners and other organizations as appropriate.
9. Provide regular clear and concise communications and reports to the CST Leader and Program Manager.
10. Together with members of the state team, collaborate with efforts by IMA World Health in obtaining and implementing funding from other sources to expand health services in Jonglei.
11. Other duties as assigned.

**Qualifications (Required):**

1. Recognized degree in Nursing, Medicine and/or in Public Health and management.

1. Minimum 1 year of overall experience in the development of health service delivery and the management of health systems, emphasizing the revitalization of primary health care systems in rural areas and communities in developing countries.
2. At least 1 year of experience in a program management position with responsibility for improving the results of public health services.
3. Demonstrated ability to work with ministries of health, local health staff, and local officials to implement improvements in health care.
4. Ability to travel up to 40% of time annually.
5. Proficiency in Microsoft Office applications including MS Word, Excel and PowerPoint. Internet fluency a plus.
6. Willingness to support IMA World Health’s Mission.

**Qualifications (Preferred):**

1. Professional Maturity – Maintains a positive outlook, motivates self and team to work constructively under pressure. Responds resourcefully when challenges arise and accepts responsibility for actions, learning and change. Arrives at work and appointments on time.
2. Analytical Thinking – Builds a logical approach to address problems or opportunities; manages the situation at hand by drawing on own knowledge and experience base and calling on other references and resources as necessary. Approaches analysis with an unbiased, impartial view.
3. Oral and Written Communication – Clearly and effectively expresses ideas, thoughts and concepts verbally and in written or graphic form, using correct and appropriate grammar, organization and structure, and effective presentation media and techniques. Uses appropriate media and approach to present ideas formally to individuals or groups with required impact.
4. Community Health Programs Experience – Understands determinants of community health and how to build the capacity of communities, health-related agencies and academic centers to function as equal partners in community-based research, service and education.
5. Decision-Maker – Demonstrates excellent interpersonal skills. Capable of directing and managing change, inspiring teamwork and high performing teams.
6. Strategic Planning and Integration – Demonstrates the knowledge and capacity to foster development of a common vision. Identifies a path to meet strategic goals by developing short and long-range plans that are appropriately comprehensive, creative, realistic and effective. Exhibits leadership in integrating planning efforts across

**Living Conditions:**

The position will be based in Duk County of Jonglei State, with travel to Juba, the capital of South Sudan, and to the areas of operation within the state. Living conditions in South Sudan are basic.