

**SAVE THE CHILDREN
INTERNATIONAL PROGRAMS
ROLE PROFILE**

TITLE: Program Officer-Health.	
TEAM/PROGRAM: Child Survival	LOCATION: Baidoa
GRADE: 4	CONTRACT LENGTH: Nine months
CHILD SAFEGUARDING: Level 3: the post holder will have contact with children and/or young people either frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work country programs; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff.	
ROLE PURPOSE: <p>The Program Officer (Health) will manage day-to-day field activities, directly planning and coordinating all health sector operations. He/She will collaborate closely with relevant line MoH to ensure smooth coordination, information sharing, implementation, and delivery of quality services. He/she will ensure demand is created for health services by delivering culturally sensitive and appropriate messages to address negative determinants of health. He/she will share regular progress reports to the line manager on a weekly, monthly, and quarterly basis.</p>	
SCOPE OF ROLE: Reports to: Health project Manager Staff reporting to this post: N/A Role Dimensions: Save the Children operates across all zones in Somalia and currently has three main area offices and additional 11 field offices. Programmatically Somalia is a large Country Office with more than \$110million annual budget and staff over 600 staff.	
KEY AREAS OF ACCOUNTABILITY : Operational implementation responsibilities <ul style="list-style-type: none"> • Prepare detailed action plans and ensure that the program is implemented in accordance with the work plans with the involvement of partners and concerned stakeholders at all levels. • In collaboration with community health workers conduct health promotion sessions, and campaigns to educate communities about the importance of early health seeking and treatment while ensuring messages are culturally sensitive and appropriate • Support preparation of IEC materials for accountability, visibility and communication, with the purpose of promoting and disseminating of health related messages within the community. • Ensure timely procurement, development, distribution and utilization of health programme supplies. 	

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- Identify training gaps, plan and implement quality training programs, develop and share training reports in a timely manner
- Develop and implement monthly delivery plans aligned with the Detailed Implementation Plan, procurement plans, and phased budgets, while tracking project expenditures and identifying errors in the transaction lists once shared by Finance
- Ensure that all reports are developed while maintaining timeliness and quality to meet both internal organization and donor requirements
- Line manage program assistants, providing them with regular support as needed, managing their performance, timesheets, annual leave, and building their capacity
- Support the collection and documentation of case studies and success stories from program interventions.
- Support and ensure the implementation of cross-cutting issues such as participation, gender, safeguarding, and disability inclusion by identifying risks, concerns, and mainstreaming them into program implementation.
- Promote and advocate children's rights, document and report child right gaps within the scope of the programme at community level.

Technical and thematic Responsibilities

- Develop community-level behavior change strategies and approaches in close collaboration with community health workers/female health workers through development of a community action plan
- Work with the Community Mobilisers (community health workers/female health workers) to engage in active community mobilization and ensure health services are sought by the community
- To ensure minimum standards of Health and Nutrition in humanitarian relief are maintained in accordance with the Sphere standards
- Provide on site technical support mentoring, coaching of health workers in the health facility while documenting gaps as well as best practices in the facilities.
- The Health officer is responsible for preparing distribution plans essential drugs/supplies, ensuring rational drug use, maintaining proper stock management (including bin cards, stock cards, SRFs, waybills, GRNs, and stock reports) in the facilities
- Ensure weekly/monthly and quarterly program supportive supervision in close coordination with MoH and prepare/share field visit reports as appropriate
- Facilitate cross-sectoral programming with Nutrition and WASH in order to promote integration within the team.
- Be familiar with the Somali essential package of health services to better understand services provided and what skills are expected of the health workers.
- Monitor stock outs in the health facilities and raise an alarm way in advance to avoid service disruption

REALM Responsibilities

- Facilitate and monitor implementation of community level activities
- Ensure proper filling and documentation of relevant program documents.
- Provide support to the REALM team to effectively implement thematic quality benchmark, IPTT, monitor ongoing programme activities and report progress
- Work with REALM team in collecting information on needs assessment, baselines and post distribution monitoring ensuring the highest level of professional conduct by those collecting data to ensure data integrity.

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- Produce timely programme quarterly monitoring and supervision reports and ensure the documentation and dissemination to the concerned parties, using standards checklists, monitoring tools such as QBMs.
- Support the line manager in addressing MEAL issues and update action plan trackers
- Produce atleast 2 case studies and human interest stories per quarter

BEHAVIOURS (Values in Practice)

Accountability:

- Holds self accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values
- holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.

Ambition:

- sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages their team to do the same
- widely shares their personal vision for Save the Children, engages and motivates others

Collaboration:

- Builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
- Values diversity, sees it as a source of competitive strength
- Approachable, good listener, easy to talk to.

Creativity:

- Develops and encourages new and innovative solutions
- Willing to take disciplined risks

Integrity:

- Honest, encourages openness and transparency; demonstrates highest levels of integrity

QUALIFICATIONS

- Bachelor's Degree or Diploma in health science (Nurse/Midwife/Public Health, Community Health/Nutrition/medicine/pharmaceutical)

EXPERIENCE AND SKILLS

Essential

- Minimum 3 years of Experience with an international NGO/UN/ Local NGO & Government in implementing and coordinating humanitarian/development program activities including, WASH, Health, and nutrition.
- Excellent verbal and written communication and relationship-building skills.
- Experience in community mobilization PHAST/CHAST/CLTS /CMAM/IYCF/EPI/IMCI/ BeMONC//GBV.
- Good knowledge of project planning, implementation, and monitoring.
- Good understanding of local language and culture practices.
- Basic understanding of child rights frameworks.

Desirable

- Computer skills
- Reporting skills

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- Communication skills
- Interpersonal skills
- Psychological and first aid skills
- TOT skills
- Humanitarian sphere standards and Core humanitarian standards (CHS)
- SCI common approaches

Additional job responsibilities

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties with respect to their level of skills and experience

Equal Opportunities

The role holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures. The post holder must commit to work in an international agency that respects racial diversity and fights racism in all forms; and to model positive behaviours and respect to all colleagues, partners and communities.

CHILD SAFEGUARDING POLICY:

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

Adult Safeguarding

The post holder is required to carry out the duties in accordance with the SCI anti-harassment policy, all employees are also expected to carry out their duties in accordance with the SCI protection from sexual exploitation abuse policy.

Health and Safety

The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.

Diversity, Equity, and Inclusion,

At SCI, we uphold the principle of equal rights and opportunities for all our employees. In our commitment to fostering a more inclusive workplace and addressing gender gaps, we have implemented additional efforts aimed at supporting female qualified candidates: -

- Maternity leave (6 months)
- Annual Leave 30 working days
- 10% *gross salary. (female allowance)
- 1.5 flexible working hours for lactating mothers

Qualified candidates with disabilities are strongly encouraged to apply.