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| **TITLE:**  Supervisor | |
| **TEAM/PROGRAMME:** Health | **LOCATION:** Akobo West |
| **GRADE**: 5 | **CONTRACT LENGTH: 6** |
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| **ROLE PURPOSE: EPI Supervisor to supervise Vaccinator for static and out reaches**  The EPI supervisor will work to contribute to an improvement in the overall health of the targeted community through the provision of quality vaccination and health education.  To work with the community to ensure maximum possible immunization coverage. | |
| **SCOPE OF ROLE:**  **Reports to: BHI officer**  **Staff reporting to this post:** Vaccinators  **Role Dimensions and responsibilities**:   * Supervises EPI Vaccinators at all Health facility * Collect and compile monthly, quarterly reports and submitted to Health Manager * Do monthly/weekly immunization Schedule * Carry out training activities/facilitation of the sick Target diseases training. * Linking on information dissemination and giving feedback from the field on trainings progress/needs to the project manager. * Carrying out community awareness campaign/sessions on sick target diseases infection. * Conducting community awareness/mobilizations on sick target diseases prevention * Initiating drama on Sick target diseases * Train Peer educators’ participants on facilitation of communities’ awareness on sick killer diseases * Establish good relationship between the community leaders and the organisation * Ensure that the Vaccine is distributed to the Health facility point regularly. * Ensure the proper maintaining/monitoring of cold chain by checking the temperature twice a day * Forecasting, storage, recording and monitoring of vaccines * Safely provide immunisations to infants, children and adults, in accordance with MoH guidelines, including:   + Static vaccination sessions in basic health units   + Outreach activities in the field   + Mass vaccination campaigns * Record and share relevant, up to date information in a timely manner including:   + Maintaining accurate records to monitor coverage of target population   + Maintain accurate EPI records   + Recording and reporting measles cases   + Regularly contributing to clinic reports as required * Provides health education to waiting patients and surrounding community to support   Vaccination coverage. | |
| **KEY AREAS OF ACCOUNTABILITY:**  **Working contacts:**   * **External:** CHD & SCI staff * **Internal:** To maintain regular communication clinical team on the static /mobile sites and health manager | |
| **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 * Future orientated, thinks strategically and on a global scale.   **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**   * High school /secondary certificate * 2 years’ experience in similar role with a valid Vaccinator training Certificate * CHW experience. | |
| **EXPERIENCE AND SKILLS**  **Essential:**   * Qualified health professional with solid background in primary and community health care * Familiarity with national vaccine schedule and cold chain guidelines * Excellent understanding of broad health issues within community * Strong understanding of community, culture and customs * Good understanding of local humanitarian context Fluency in local language.  Strong communication skills including clear style * Able to effective engage with the local community, including children * Able to keep accurate records * Able to establish good working relationships and positively contribute to a team * Commitment to and understanding of Save the Children’s aims, values and principles | |
| **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 within reasonableness of 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. | |
| **Child Safeguarding:**  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. | |
| **Health and Safety**  The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures. | |
| **Author: John Kueth Date: Nov 2022** | |