



Vacancy Announcement

CARE is an international NGO with local staff and community partners in more than 90 countries. We create local solutions to poverty and inequality and seek dignity for everyone every day and during times of crisis. CARE puts women and girls at the center of everything we do because they have proven to be the best hope for creating lasting change in the world. CARE has been operational in Nepal since 1978 and works in partnerships with government and non-government stakeholders across the spectrum of humanitarian action and long-term development programs

CARE Nepal hereby invites applications, for the below mentioned position, from interested Nepali candidates.

Health Program Manager

Position Description:

The Health Program Manager is responsible for supporting in planning, implementing, monitoring, and reporting for the health-related projects including Increasing Access to Maternal Health at Remote Communities Phase II, COVID-19 response and vaccine equity related projects and other health and SRHR related programs. S/He will be responsible for ensuring the quality and efficient delivery of health program in the organization. S/He will oversee the project's overall operation, financial management, work with NGO partners, and supervise the project team, ensure capacity building of the project team including NGO partners; carry out monitoring and supervision of activities at district and municipal; submit program and financial reports to donors as per the specified schedule.

S/He will be responsible for networking, and coordination with federal, provincial and district line agencies and other stakeholders for collaboration, and synergy building. S/He is responsible to produce quality reports and documentation as per the donor and CMPs requirement. S/He will also share the progress periodically with the government counterparts at different levels. S/He works closely with Provincial Health and relevant different Departments/Divisions of MoHP at federal level, and its structure through Health Offices in the program districts. S/He will collaborate with other CARE implemented projects in the districts to demonstrate the complementarity, and create an environment of resource leverage and program collaboration.

S/He will be based in the country office, Lalitpur and will report to Coordinator - GJHER. S/He will work in close coordination with the GJHER Coordinator to ensure program quality and standards. S/He will also work with other technical back stoppers at CO including Partnership and Alliance Specialist, DMEL/KM Coordinator, GED/social norms specialist and CO based finance team. The person will also support other thematic coordinators to align the health issues in the plan of DRR GIE, emergency response and economic

empowerment. This position will be responsible to provide technical on all health related components in the humanitarian programming and also contribute to create a nexus between humanitarian and development initiatives at CARE. S/He will also contribute in new business opportunities under GJHER theme.

Key Responsibilities:

- Program & policy planning and implementation: (35% of the available time)
- Monitoring and Evaluation (M&E), Reporting and Documentation of project activities (25%of the available time)
- Liaison, Coordination and Program Collaboration (10% of available time)
- Administration, Financial Management and Human Resource Development (5% of the available time or as applicable)
- Contribute in advancing programmatic shift through effective implementation of strategic direction: (15% of the available time)
- R6. Emergency and Humanitarian response for Health (10% of the available time)
- Upholding CARE's Core values and ensuring its principles

SPENDING AUTHORITY:

NA

WORKING CONDITIONS:

The position will be based in Country Office, Kathmandu with extensive field visits.

REQUIRED QUALIFICATIONS:

- Master's degree in Public Health with clinical /nursing background and possess at least 3 years of experience in a similar field

KNOWLEDGE SKILLS AND COMPETENCIES

- Team building, coaching, delegating and communication skills
- Planning, decision making and organizing skills
- Budget review/analysis and monitoring skills
- Conflict resolution, liaison and negotiation skills
- Skilled and familiar with admin policy and procedure
- Sensitivity and responsiveness to Gender, diversity issues
- Basic understanding on Resilience, Governance, GESI and poverty related issues

Interested candidates are encouraged to visit our website at www.carenepal.org and complete the application process. The last date for submitting the application is 17:00hrs, June 13, 2022.

Only shortlisted candidates will be contacted. Telephone enquiries will not be entertained.

“CARE Nepal is an equal opportunity employer. We encourage candidates of diverse background, women and differently abled, to apply”

CARE places human dignity at the centre of its relief and development work. At the heart of CARE’s efforts to impact poverty and social justice is its engagement with marginalized communities, and vulnerable adults and children. Vulnerable adults and children are particularly at risk of sexual exploitation and abuse. CARE commits to the protection from sexual harassment, exploitation and abuse (PSHEA) of vulnerable adults, involving CARE Employees and Related Personnel. CARE has a zero tolerance toward sexual exploitation and abuse and child abuse. CARE takes seriously all concerns and complaints about sexual exploitation and abuse and child abuse involving CARE Employees and Related Personnel. CARE initiates rigorous investigation of complaints that indicate a possible violation of this policy and takes appropriate disciplinary action, as warranted.