



Deputy Program Director

Location: Yambio, South Sudan

We believe in a world in which every human life is valued, and health and human dignity are shared by all.

We believe that access to quality healthcare is a basic human right. For more than 100 years, we have worked with global partners to deliver locally sustainable, quality healthcare solutions to women, children and their communities. We're ready to make it 100 more.

We believe change starts with her.

We work tirelessly for women's and children's health because they are disproportionately affected by illness and poverty. We know that healthy, educated, and empowered women are better able to raise healthy, educated, and confident children, and that communities depend on their livelihoods. We're making an impact – [learn more](#).

We believe in people.

We strive to live out our core values of [collaboration](#), [love](#), [excellence](#) and [respect](#) every day. We provide our employees with a competitive salary and a meaningful benefits package, with opportunities to learn and grow. We especially encourage all persons of diverse backgrounds to apply. *Read more from our President & CEO below.*

Overview

The Deputy Program Director will be a member of CMMB South Sudan (SS) Program Team working under the direction of the Program Director (PD). The DPD supervises the Project Managers through providing operational direction, technical leadership and application of desirable program quality standards to the CMMB SS projects. The DPD will oversee the coordination and administration of all aspects of the ongoing program including planning, organizing, staffing, leading, and controlling program activities. The DPD will dedicate up to 50% of their time to the oversight of the Anisa II project with a particular focus on contributing to ensuring attainment of expected results and application of effective approaches to Civil Society Organization (CSO) engagement, implementation support, monitoring and evaluation. The chosen candidate will demonstrate a high degree of experience in oversight of large multi-sector projects complemented by meticulous attention to collection and analysis of data to inform programming adjustments and results/impact reporting. The DPD will have proven budget management skills and experience in managing large and diverse program teams.

Responsibilities

Ensure the effective operational delivery of the overall CMMB SS program through its component projects in accordance with the mission and the goals of the organization:

- Contribute to the review and refinement of the CMMB SS multi-year strategic plan (strategic map)
- Based on the CMMB SS multi-year strategic map contribute to the development of annual budgets and operating plans
- Develop a program evaluation framework to assess the strengths of the program and to identify areas for improvement,



- With the PD, contribute to ensuring that program activities operate within the policies and procedures of the organization
- Ensure that program activities comply with all relevant legislation and professional standards

Supervise Staff

- The Deputy Program Director directly supervises all the project managers in the CMMB SS program and in consultation with the Program Director, and the CD, recruits, interviews and hires well-qualified program staff to fill these positions.
- Implement the human resources policies, procedures and practices of the organization
- In coordination with the PD, CMMB SS Volunteer coordinator and CMMB NY, engage volunteers for appropriate program activities using established volunteer management practices
- Support program teams during the development of new program activities to facilitate good planning.
- Identify training needs and make recommendations for the improved effectiveness of program staff in the areas of quality control, compliance and accountability.
- In coordination with the CMMB HR unit, ensure that all program staff receive an appropriate orientation to the organization and the programs

Ensure high standards of program quality and control in CMMB SS programming

- In coordination with the CMMB NY start up specialist, further develop formats for monitoring the process of donor report preparation using prescribed CMMB and donor formats.
- Provide direction to project managers in gathering information and writing draft reports; review and further refine in consultation with the CMMB NY start up specialist and PD.
- Ensure that the program operates within the approved budget
- In coordination with the CMMB SS Support Service unit, ensure that all financial records for the program are up to date
- Work with project and support service staff to provide required information to have invoices generated and submitted to funders according to the established timelines
- Identify and evaluate the risks associated with program activities and take appropriate action to control these
- Review evaluation findings with the Program Director and recommend changes to enhance the program, as appropriate
- Oversee the collection and maintenance of records on the clients of the program for statistical purposes according to the confidentiality/privacy policy of the organization

Support development of new programming opportunities as aligned with CMMB global and SS strategic imperatives.



- The position will work closely with other country office and CMMB HQ staff to advance collaboration, joint programming, and fundraising.
- Support development new initiatives to support the strategic direction of the organization in alignment with country office and HQ proposal development protocols.

Cross-Cutting Program Initiatives and Services

- Lead and support in the planning and implementation of learning meetings and facilitate another cross-program learning
- Identify, document and disseminate technical and project materials and success stories from field programs, promote uptake more broadly within agency programs and more widely among partners and program community.

Qualifications

- Advanced degree in a health-related subject, international development or related field -or equivalent experience.
- At least 5 years of progressively responsible international development experience complemented by programming experience in any of the areas of HIV AIDS, Safe Motherhoods, Nutrition and Community Resilience.
- Geographical experience in South Sudan preferred or otherwise in a similar operating context.
- Advanced skills in developing and implementing multi-sectoral program control and program support in developing countries;
- Proven experience planning for and effectively overseeing implementation of program initiatives through local implementing partners.
- Experience working on large US Government projects and with initiatives funded by UN agencies (WFP, UNICEF)

How to apply

Visit our [careers page](#) for more information, and [click here to apply](#).

A message from Bruce Wilkinson, President and CEO of CMMB – Healthier Lives Worldwide

As president of CMMB, I would like to thank you for your interest in joining with us on our journey to bring healthier lives to women, children and their families worldwide. CMMB has embarked on our second century of service to the most marginalized. Our vision of a world in which every human life is valued, and health and human dignity are shared by all is at the core of who we are. We are always looking to join hands with experienced professionals who want to add their energy to our work, and are so pleased you are considering CMMB as your potential employer.

The position of Deputy Program Director is critical to our mission and vision. I welcome your interest in joining our diverse, talented, professional and motivated team.

Cheers,
Bruce