

17/04/2019

بسم الله الرحمن الرحيم

السادة/ تجمع المهنيين السودانيين السادة/ مكتب الاطباء الموحد

التحية لكم و انتم تكرّسون جهدكم لترتيبات الفترة الانتقاليه و لتحوّل السلطة الي سلطة مدنيه يتو لاها الكفاءات من بنات و ابناء السودان.

تفضّلوا بقبول المساهمة ادناه للمناقشه و التعديل كاساس لالية اختيار الشاغلين للوظائف القياديه بالحقل الصحي في الفتره الانتقالية. هذا الجهد قامت به لجنة خبراء في الشان من نقابة الاطباء بالمملكة المتحدة. نقاشكم و تعديلكم محل تقديرنا.

اللجنة التنفيذية

صورة الي:
تنسيقية الكوادر الصحية
نقابه الاطباء الشرعية
الاستشاريون و الاختصاصيون السودانيون
اللجنة المركزية لأطباء السودان
فرعية الاطباء السودانيين بأيرلندا
فرعية الاطباء السودانيين بكندا
تجمع الاطباء السودانيين بامريكا



TEMPLATE FOR JOB DESCRIPTION & PERSON SPECIFICATION FOR LEADERS OF SUDAN HEALTH SECTOR UNDER THE NEW REPRESENTATIVE CIVILIAN GOVERNMENT

Job Description

Post: Health Sector Leader

Grade: To be confirmed

Responsible to: To be confirmed

Responsible for: Department's executive and consulting officers and teams

Summary of Role & Expected Outputs:

- National Health Policy, Standards and Sector Strategic Plan developed.
- Consolidated Departmental plans, strategies and budgets developed.
- Health sector financing model, funds mobilization and evaluation carried out.
- Health sector infrastructure Plans and development undertaken.
- Health Information Systems design, and development undertaken.
- Health Data and information collected at all levels locally; with regional and global comparisons.
- Health Institutions and Human Resources for Health Development planned.
- Health Sector Communications Strategy and Implementation developed.

• Quarterly and Annual Performance reports produced.

- i. Provide overall leadership of the Department; and regularly supervise and assess all lead-officers within the Department.
- ii. Oversee health sector policy formulation; and the development of laws and regulations for the health sector.
- iii. Oversee the development and operationalisation of the emergency plan (1 year); and the development of the detailed post-emergency plan (3 years); as well as the development of the outline of the long-term plans for the health sector.
- iv. Oversee the preparation of the expenditure framework and annual budget framework papers for the sector.
- v. Monitor and evaluate the performance of the sector periodically and submit and present periodic performance reports to key stakeholders.
- vi. Develop and review financing models pertaining to the sector and develop financing mechanisms.
- vii. Spearhead funds mobilization initiatives to address the financing needs of the sector; and evaluate funds utilization performance.
- viii. Lead in negotiations between development partners, civil society, private sector and Government in a sector-wide approach.
- ix. Oversee the development and implementation of plans for creation, renewal, renovation and maintenance of health infrastructure physical facilities and equipment; across the country.
- x. Oversee the development and review of the Health Information Management System.
- xi. Oversee the development of health institutions and systems; and assess their performance periodically.
- xii. Oversee planning for human resources for health capacity development and performance management for the sector.
- xiii. Oversee the development of educative materials for health, and the creation of channels for disseminating health education and for promoting primary and secondary healthcare within the country/region under their responsibility.
- xiv. Oversee stakeholder engagement and the development of strategic health communications across all relevant stakeholders in the sector.
- xv. Coordinate performance and quality improvement initiatives in the sector.
- xvi. Perform any other duties as may be required from time to time.

	Essential	Desirable
Personal Attributes	Committed to the values of democracy, human rights, transparency, democratic governance, and the rule of law.	Non-partisan, able to win consensus across the political spectrum.
	Committed, solely and wholly, and over any one-party agenda, to the agenda stated in the "Declaration of Freedom and Change", and its accompanying and associated documents, that has been endorsed and signed to by the leadership of the prodemocracy movement including the Sudanese Professional Association, political alliances, civil society and activists	
	No past or present membership or association with any of the various organisations and /or political parties of the ruling regime between 1989 to the present No history of politically motivated appointment in	
	government posts during the reign of ruling regime between 1989 to the present No criminal record	
Education & training	University Degree in medicine/health sciences	MD, PhD, or Membership of Medical Specialisation Board

	f	
	from a recognized	
	Institution.	
	Master's Degree in	
	medicine/health sciences	
	from a recognized	
	Institution.	
Experience	At least ten (10) years of	International work
	relevant working experience,	experience.
	three (3) of which should	
	have been at leading level.	Experience of working with
		national and international
		donors, and with international
		organisations.
Skills & abilities		
Skills & abilities	Ability to work across the	
	wider health sector, as well	
	as to coordinate with other	
	government sectors, and	
	with stakeholders in the	
	independent sector.	
	Negotiation skills.	
	Excellent interpersonal skills.	
	The ability to work as team	
	leader, and team member.	
	Ability to communicate	
	effectively orally and in	
	writing.	
	Excellent IT and report	
	writing skills.	
	Excellent command of	
	English language.	
W I. d.	Impliantian and describe and a	
Knowledge	Institutional development,	
	capacity building and sustainability concepts and	
	issues in and health service	
	institutions.	

	Managerial and administrative knowledge.	
Special aptitude	Ability to work in low resource setting, high pace, high pressured environment. Diplomatic and Tactful.	
Circumstances	Full-time must be able to undertake considerable travel within and outside the country. 1 year fixed-term contract. Contract may be extended by mutual consent.	

- 1. Applicants for consideration will need to provide reference letters from appropriate referees commenting on how, and to what degree will the applicant be able to meet the above job description and person specifications.
- 2. The selection process will strictly adhere to the principle of equal opportunity, while accommodating to the diversity principle necessary for fair representation of the gender, generations and the constituting diverse social and ethnic groups of the Sudanese nation.
- 3. Political party allegiance or independence must be clearly stated by the applicants.
- 4. To ensure transparent and fair due process in the selection of candidates an objective scoring criterion will be used to compare and contrast the applicants before the selection committee reach agreement.

TEMPLATE FOR JOB DESCRIPTION & PEROSN SPECIFICATION FOR LEADERS OF SUDAN HEALTH SECTOR UNDER THE NEW REPRESENTATIVE CIVILAIN GOVERNMENT

Job Description

Post: Health Sector Leader

Grade: To be confirmed

Responsible to: To be confirmed

Responsible for: Department's executive and consulting officers and teams

Summary of Role & Expected Outputs:

- National Health Policy, Standards and Sector Strategic Plan developed.
- Consolidated Departmental plans, strategies and budgets developed.
- Health sector financing model, funds mobilization and evaluation carried out.
- Health sector infrastructure Plans and development undertaken.
- Health Information Systems design, and development undertaken.
- Health Data and information collected at all levels locally; with regional and global comparisons.
- Health Institutions and Human Resources for Health Development planned.
- Health Sector Communications Strategy and Implementation developed.
- Quarterly and Annual Performance reports produced.

- i. Provide overall leadership of the Department; and regularly supervise and assess all lead-officers within the Department.
- ii. Oversee health sector policy formulation; and the development of laws and regulations for the health sector.
- iii. Oversee the development and operationalisation of the emergency plan (1 year); and the development of the detailed post-emergency plan (3 years); as well as the development of the outline of the long-term plans for the health sector.
- iv. Oversee the preparation of the expenditure framework and annual budget framework papers for the sector.
- v. Monitor and evaluate the performance of the sector periodically and submit and present periodic performance reports to key stakeholders.
- vi. Develop and review financing models pertaining to the sector and develop financing mechanisms.
- vii. Spearhead funds mobilization initiatives to address the financing needs of the sector; and

- evaluate funds utilization performance.
- viii. Lead in negotiations between development partners, civil society, private sector and Government in a sector-wide approach.
- ix. Oversee the development and implementation of plans for creation, renewal, renovation and maintenance of health infrastructure physical facilities and equipment; across the country.
- x. Oversee the development and review of the Health Information Management System.
- xi. Oversee the development of health institutions and systems; and assess their performance periodically.
- xii. Oversee planning for human resources for health capacity development and performance management for the sector.
- xiii. Oversee the development of educative materials for health, and the creation of channels for disseminating health education and for promoting primary and secondary healthcare within the country/region under their responsibility.
- xiv. Oversee stakeholder engagement and the development of strategic health communications across all relevant stakeholders in the sector.
- xv. Coordinate performance and quality improvement initiatives in the sector.
- xvi. Perform any other duties as may be required from time to time.

	Essential	Desirable
Personal Attributes	Committed to the values of democracy, human rights, transparency, democratic governance, and the rule of law.	Non-partisan, able to win consensus across the political spectrum.
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	No history of politically motivated appointment in government posts during the reign of ruling regime between 1989 to the present	
	No criminal record	
Education & training	University Degree in medicine/health sciences	MD, PhD, or Membership of Medical Specialisation Board

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	from a recognized	
	Institution.	
	Master's Degree in	
	medicine/health sciences	
	from a recognized	
	Institution.	
Experience	At least ten (10) years of	International work
	relevant working experience,	experience.
	three (3) of which should	
	have been at leading level.	Experience of working with
		national and international
		donors, and with international
		organisations.
Skills & abilities		
Skills & abilities	Ability to work across the	
	wider health sector, as well	
	as to coordinate with other	
	government sectors, and	
	with stakeholders in the	
	independent sector.	
	Negotiation skills.	
	Excellent interpersonal skills.	
	The ability to work as team	
	leader, and team member.	
	Ability to communicate	
	effectively orally and in	
	writing.	
	Excellent IT and report	
	writing skills.	
	Excellent command of	
	English language.	
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Knowledge	Institutional development,	
	capacity building and sustainability concepts and	
	issues in and health service	
	institutions.	

	Managerial and administrative knowledge.	
Special aptitude	Ability to work in low resource setting, high pace, high pressured environment. Diplomatic and Tactful.	
Circumstances	Full-time must be able to undertake considerable travel within and outside the country. 1 year fixed-term contract. Contract may be extended by mutual consent.	

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The Board of the Ministry of Health - Sudan

About the Board

The Board consists of:

- Chair: The Minister of Health
- Deputy Chair: The Undersecretary
- Members: Senior Executive Directors/Heads of the main four Service Clusters including, Strategy, Policy, & Development Cluster; Public Health Cluster; Curative Services Cluster; Governance & Regulations Cluster (please see below for overview of key member of staff of these Clusters and their main Role and Responsibilities).

The Board of Ministry of Health can invite to its membership and/or to its meetings, as non-voting members, other senior executives and/or senior subject-matter experts, as it sees fit. It will have supporting expert-technical committees to help with all levels of its work.

Roles and responsibilities of the Board

The Board is the senior policy and decision-making structure in Sudan Ministry of Health (MOH) during the transitional period. The transitional period, following the removal of the dictatorial regime, will start with the establishment of a civilian government to lead the country for four years, to ensure re-building government systems at all levels, in preparation for parliamentary election and a sustainable democracy long term.

The MOH is part of the executive branch of the government, the other two branches are the Head-of-State Council, and the National Representative Assembly. The executive government will be headed by Council of Ministers chaired by Prime-Minister. It will be formed from technical-experts to lead the executive branch of government.

The MOH Board is established to ensure collective decision making. MOH Board answers to the Council of Ministers, through its Chair the Minister of Health or his delegate; and to the National Representative Assembly.

MOH Board provides strategic leadership to the organisation and, in support of that, it:

- Sets the overall direction of Sudan MOH, within the context of the MOH mandate, including vision, mission, values, principles, policy and strategy.
- Determine the burden of disease, through rapid health situation and needs assessment, including all the main disease categories of communicable diseases, noncommunicable diseases, injury, psycho-social and mental disorders.
- Evaluate the healthcare system's coverage, access, utilization, effectiveness, efficiency and quality.
- Review and reform exiting structure and organiation of the MOH.
- Assess staffing requirements and current staff fit for the job description, person specification, and that their appointment meets the proper legal and technical

procedures for their appointment. This activity will priorities and focus on staff in policy and decision-making position. The outcome will inform staff selection and appointment based on technical merit, and the highest professional and ethical code of conduct to satisfy public service ethos.

- Appraise existing infrastructure, facilities and resources of the MOH with view to ensure fair allocation, and to identify and address shortages and gaps.
- Approves the implementation/action plan (business plan), which to be designed to support achievement of Sudan MOH's strategic objectives, and monitors MOH's performance against it.
- Holds MOH executive clusters to account for this performance and for the proper running of the organisation (including operating in accordance with legal and government requirements).
- Determines which decisions it will make and which it will delegate to the executive group via and approved Scheme of Delegation.
- Ensures high standards of corporate governance and personal conduct.
- Monitors the performance of the executive clusters against core financial and operational objectives.
- Provides effective financial stewardship.
- Promotes effective dialogue between Sudan MOH, other state sectors, the independent sector (non-for-profit organisations, and the private sector), civic societies and communities, in addition to the international organisations and donor agencies.

The Board Committees

The MOH Board's four main Committees has dual role of (1) to advise and help the Board carry out its duties; (2) to oversee and manage all departments and service units under their responsibilities.

Each of the four Committees are to be chaired by one of the Senior Executive Directors/Heads of the main four Service Clusters (who are also members of the MOH Board as noted above).

These, as mentioned above, include, 'Strategy, Policy, & Development Cluster'; 'Public Health Cluster'; 'Curative Services Cluster'; 'Governance & Regulations Cluster'.

Outline of the role and main duties of these four Committees of the MOH Board, as well as their key members of staff, are noted below.

(1) Committee for Strategy, Policy, & Development Cluster

Membership

- Head, Health Sector Strategy and Policy
- Head, Health Infrastructure
- Head, Institutional and Human Resource Development
- Head, Health Education, Promotion and Communication

Role & main duties

- Develop National Health Policy, Standards and Sector Strategic Plan.
- Develop consolidated Departmental plans, strategies and budgets.
- Carry out health sector financing model, funds mobilization and evaluation.
- Undertake health sector infrastructure Plans and development.
- Undertake health Information Systems design and development.
- Collect health Data and information at all levels locally; with regional and global comparisons.
- Plan health Institutions and Human Resources for Health Development.
- Developed health Sector Communications Strategy and Implementation.
- Produce quarterly and Annual Performance reports.

(2) Committee for Public Health Cluster

Membership

- Head, Reproductive and Child Health
- Head, Community Health
- Head, Communicable Diseases Prevention and Control
- Head, Non-Communicable Diseases Prevention and Control
- Head, Integrated Epidemiology, Surveillance and Health Emergencies

Role & main duties

- Develop health Policies, Standards and Guidelines.
- Develop and implement public Health Services budget, departmental work plans and strategies.
- Produce public Health Services performance reports.
- Manage health emergencies, epidemics and outbreaks.

(3) Committee for Curative Services Cluster

Membership

- Head, Nursing Services
- Head, Clinical Services
- Head, Pharmaceuticals
- Head, Emergency Medical Services

Role & main duties

- Develop health policies, standards and guidelines.
- Prepare and develop curative services budget, departmental work plans and strategies.
- Prepare Curative services performance reports.
- Manage health emergencies/epidemics.

(4) Committee for Governance & Regulations Cluster

Membership

- Head, Standards, Compliance and Patient Protection.
- Head, Health Sector Partners and Multi-Sectoral Coordination.

Role & main duties

- Develop healthcare standards and policies.
- Implement health governance and regulation performance plans and strategies.
- Implement health governance and regulation budget.
- Prepare health governance and regulation performance reports.

Other Committees (to be considered)

Several work-areas, under the above main clusters' committees, could require a separate committee given their significance and priority for the transitional period when the health sector is being reformed and re-build for a democratically run country, and govern by the principles of equal rights and equal opportunities.

Examples of these could be the following: 'Investment Committee', 'Commissioning Committee', 'Quality Assurance Committee', 'Strategic Human Resources Committee'; 'Health Rights Committee', 'One-Health Committee', 'Health-In-All-Policies Committee', 'Sustainable Development & Health Committee'; and 'international Relations Committee'.

TEMPLATE FOR JOB DESCRIPTION & PEROSN SPECIFICATION FOR LEADERS OF SUDAN HEALTH SECTOR UNDER THE NEW REPRESENTATIVE CIVILAIN GOVERNMENT

Job Description

Post: Health Sector Leader [HEAD PUBLIC HEALTH]

Grade: To be confirmed

Responsible to: To be confirmed

Responsible for: Department's executive and consulting officers and teams

Summary of Role & Expected Outputs:

• Health Policies, Standards and Guidelines developed.

- Public Health Services budget, departmental work plans and strategies developed and implemented.
- Public Health Services performance reports produced.
- Health emergencies, epidemics and outbreaks managed.

- i. Coordinate the development of Public Health Policies, Standards and Guidelines.
- ii. Monitor development and implementation of work plans and strategies for all technical and administrative units in the Departments.
- iii. Promote the coordination of a system for management of endemic and epidemic emergencies.
- iv. Regularly asses the performance of the staff in line with the Results Oriented Management (ROM).
- v. Coordinate relevant stake holders in the Health Sector.
- vi. Promote observance of Professional Code of Conduct and Ethics.
- vii. Supervise, develop and appraise staff.
- viii. Perform any other duties as may be assigned from time to time.

	Essential	Desirable
Personal Attributes	Committed to the values of democracy, human rights, transparency, democratic governance, and the rule of law.	Non-partisan, able to win consensus across the political spectrum.
	Committed, solely and wholly, and over any one-party agenda, to the agenda stated in the "Declaration of Freedom and Change", and its accompanying and associated documents, that has been endorsed and signed to by the leadership of the prodemocracy movement including the Sudanese Professional Association, political alliances, civil society and activists groups.	
	No past or present membership or association with any of the various organisations and /or political parties of the ruling regime between 1989 to the present	
	No history of politically motivated appointment in government posts during the reign of ruling regime between 1989 to the present	
	No criminal record	

Education & training	University Degree in medicine/health sciences from a recognized Institution. Master's Degree in Public Health from a recognized Institution.	MD, PhD, or Membership of Public Health Specialisation Board
Experience	At least ten (10) years of relevant working experience, three (3) of which should have been at leading level.	International work experience. Experience of working with national and international donors, and with international organisations.
Skills & abilities	Ability to work across the wider health sector, as well as to coordinate with other government sectors, and with stakeholders in the independent sector. Strong management skills and abilities. high integrity and a community service ethic. Negotiation skills. Excellent interpersonal skills. The ability to work as team leader, and team member. Ability to communicate effectively orally and in writing. Excellent IT and report writing skills. Excellent command of English language.	

Knowledge	Institutional development, capacity building and sustainability concepts and issues in health service institutions. Managerial and administrative knowledge.	
Special aptitude	Ability to work in low resource setting, high pace, high pressured environment. Diplomatic and Tactful.	
Circumstances	Full-time must be able to undertake considerable travel within and outside the country. 1 year fixed-term contract. Contract may be extended by mutual consent.	

- 1. Applicants for consideration will need to provide reference letters from appropriate referees commenting on how, and to what degree will the applicant be able to meet the above job description and person specifications.
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TEMPLATE FOR JOB DESCRIPTION & PEROSN SPECIFICATION FOR LEADERS OF SUDAN HEALTH SECTOR UNDER THE NEW REPRESENTATIVE CIVILAIN GOVERNMENT

Job Description

Post: Health Sector Leader [HEAD OF CURATIVE SERVICES]

Grade: To be confirmed

Responsible to: To be confirmed

Responsible for: Department's executive and consulting officers and teams

Summary of Role & Expected Outputs:

• Health policies, standards and guidelines developed.

- Curative services budget, departmental work plans prepared, and strategies developed.
- Curative services performance reports prepared.
- Health emergencies/epidemics managed.

- i. Coordinate the development of health policies, standards and guidelines for Curative Services.
- ii. Initiate and monitor the development and implementation of work plans and strategies for all technical and administrative units in the Departments.
- iii. Regularly assess the performance of the Departments in line with the Results Oriented Management (ROM) framework.
- iv. Coordinate relevant stakeholders in the Health sector in respect of curative services.
- v. Ensure observation of professional ethics and code of conduct.
- vi. Perform any other duties that may be assigned from time to time.

	Essential	Desirable
Personal Attributes	Committed to the values of democracy, human rights, transparency, democratic governance, and the rule of law.	Non-partisan, able to win consensus across the political spectrum.
	Committed, solely and wholly, and over any one-party agenda, to the agenda stated in the "Declaration of Freedom and Change", and its accompanying and associated documents, that has been endorsed and signed to by the leadership of the prodemocracy movement including the Sudanese Professional Association, political alliances, civil society and activists groups.	
	No past or present membership or association with any of the various organisations and /or political parties of the ruling regime between 1989 to the present	
	No history of politically motivated appointment in government posts during the reign of ruling regime between 1989 to the present	
	No criminal record	

Education & training	University Degree in medicine/clinical discipline from a recognized Institution. Master's Degree in medicine/clinical discipline from a recognized Institution.	MD, PhD (in clinical discipline), or Membership of Medical Specialisation Board
Experience	At least ten (10) years of working knowledge of health services management and regulation experience, three (3) of which should have been at leading level.	International work experience in curative and clinical services setting. Experience of working with national and international donors, and with international organisations.
Skills & abilities	Ability to work across the wider health sector, and with stakeholders in the independent sector. Strong management, communication and interpersonal skills. High integrity and community service ethic. The ability to work as team leader, and team member. Excellent IT and report writing skills. Excellent command of English language.	
Knowledge	Institutional development, capacity building and sustainability concepts and issues in health service institutions.	

Special aptitude	Ability to work in low resource setting, high pace, high pressured environment. Diplomatic and Tactful.	
Circumstances	Full-time must be able to undertake considerable travel within and outside the country. 1 year fixed-term contract. Contract may be extended by mutual consent.	

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Job Description

Post: Health Sector Leader [HEAD GOVERNANCE & REGULATIONS]

Grade: To be confirmed

Responsible to: To be confirmed

Responsible for: Department's executive and consulting officers and teams

Summary of Role & Expected Outputs:

- Healthcare standards and policies developed.
- Health governance and regulation performance plans and strategies implemented.
- Health governance and regulation budget implemented.
- Health governance and regulation performance reports prepared.

- i. Contribute to healthcare policy formulation and standards in the sector.
- ii. Set standards for governance and regulation of the health sector.
- iii. Monitor compliance of health sector partners / implementers to the set standards.
- iv. Initiate, and monitor development and implementation of plans and strategies for standards, compliance, and patient protection.
- v. Initiate and monitor the development and implementation of global health and multisectoral coordination plans and strategies.
- vi. Initiate, develop and monitor health governance and regulation budgets.
- vii. Initiate and mobilize resources for health governance and regulation.
- viii. Coordinate development of health governance and regulation performance reports.
- ix. Oversee capacity building plans for staff and stakeholders.
- x. Supervise, develop and appraise staff.
- xi. Perform any other duties as may be assigned from time to time.

	Essential	Desirable
Personal Attributes	Committed to the values of democracy, human rights, transparency, democratic governance, and the rule of law.	Non-partisan, able to win consensus across the political spectrum.
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	No history of politically motivated appointment in government posts during the reign of ruling regime between 1989 to the present No criminal record	
Education & training	University Degree in law or its equivalent from a	PhD or Membership / Chartership of Specialisation

	recognized Institution. Master's Degree in public health/health service management/health economics/health policy & planning/ health law/global health from a recognized Institution.	Board of relevant discipline such as law, public administration, or relevant social science
Experience	At least ten (10) years of relevant working experience, three (3) of which should have been at leading level.	International work experience. Experience of working with national and international donors, and with international organisations.
Skills & abilities	Ability to work across the wider health sector, as well as to coordinate with other government sectors, and with stakeholders in the independent sector. Strong management skills and abilities. high integrity and a community service ethic. Negotiation skills. Excellent interpersonal skills. The ability to work as team leader, and team member. Ability to communicate effectively orally and in writing. Excellent IT and report writing skills. Excellent command of English language.	

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