

# Health Specialist

## PURPOSE OF THE POSITION

As the Health Specialist you are responsible for ensuring the technical quality and capacity building aspect of programs/ projects within your area of specialism, being focal point for ChildFund Vietnam on projects and cross cutting elements in all ChildFund Vietnam programs within your area of expertise.

### KEY DUTIES

- Lead strategic direction, research and coordination for the development and growth of the project portfolio addressing Health technical areas (focusing on maternal, youth and child health);
- Provide technical oversight and leadership on Health across the whole ChildFund program, working closely with other technical specialists to ensure necessary health consideration in WASH, education, child protection and SEL programming;
- Provide technical and management guidance and capacity building support to Health project officers in ADO through monitoring, on the job coaching, and training;
- Work with the Head of Program, Specialist Team Leader, Provincial Managers and ChildFund Health Advisor (Sydney) on project pipeline planning and proposal development to ensure a consistent and cohesive portfolio of Health/WASH projects responding to Government policies and community needs;
- Ensure technical quality of all elements of project design, implementation and monitoring, including support to external consultants where necessary, preparation of internal and external reporting; development and delivery of trainings, and development of technical and communications products;
- Work with the Provincial staff to ensure project designs are resourced adequately to provide quality technical requirements and inputs;
- Identify and lead opportunities for partnership, research, advocacy or other collaboration in the health sector related to ChildFund’s work;
- Promote gender and disability inclusions across the whole ChildFund program;
- Be the focal point for the development of strong working relationship with key stakeholders and partners at national and sub-national level;
- Represent and promote ChildFund Vietnam at relevant national and international forums, sharing and learning on Health and WASH, child and youth development, and support communication and advocacy initiatives related to ChildFund’s health work.

### ESSENTIAL QUALIFICATIONS & EXPERIENCE

- Post graduate qualification in medicine, public health and or nutrition;
- Demonstrable experience providing technical guidance in Health;
- Minimum 5-year experience working with an INGO or UN agency in a technical and/or project management role;
- Experience must include direct responsibility for working across the program management cycle, from project development, to managing implementation, monitoring and evaluation;
- Demonstrated experience with child and youth centred development programs;
- Experience with programs in remote or rural areas and / or project management in rural areas;
- Experience in partnership development and representation at all levels; Experience in business development, preparing project proposal and reports

### DESIRABLE QUALIFICATIONS & EXPERIENCE

- Postgraduate or equivalent;
- Strategy and financial management;
- Change management experience;
- Strong understanding of the health context in Vietnam, such as policies, stakeholders, key issues, and challenges.

*Remain alert and responsive to any child safeguarding or sexual exploitation, abuse or harassment (SEAH) risks, acquire relevant knowledge and skills to promote strong safeguarding practices, understand the child safeguarding and PSEAH policy and procedures, and conduct yourself consistent with those policies.*

### SKILLS

- Good analytical skills
- Good leadership, supporting others in achieving their goal
- Good communication (and cross cultural communication), teamwork, critical reflection
- Conflict resolution & negotiation
- Result based oriented
- Good presentation and facilitation skills
- Coaching and mentoring
- Ability to represent ChildFund and advocate on issues across a range of forums
- Excellent written and spoken Vietnamese and English
- Excellent computer literacy and experience with MS Office

### CHILDFUND AUSTRALIA’S VALUES

Commitment to ChildFund Australia’s values – Respect, Integrity, Collaboration, Change, Empowerment & Excellence

**Department:** Program

**Location:** ChildFund Australia Representative Office in Vietnam, 127 Lo Duc, Hai Ba Trung District, Hanoi, Vietnam

**Employment:** Full-time, Initial three-year employment agreement, with option to extend upon mutual agreement.

**Reports to:** Specialist Team Leader, Child & Youth Development

**Other Information:** must have criminal background check before joining the organisation

**Please apply at:** <https://www.childfund.org.vn/working-with-us/>





## ORGANISATIONAL CONTEXT

ChildFund Vietnam is the representative office of ChildFund Australia – an independent international development organisation that works to reduce poverty for children in developing communities.

ChildFund Australia is a member of the ChildFund Alliance – a global network of 12 organisations which assists almost 23 million children and their families in 70 countries. ChildFund Australia is a registered charity, a member of the Australian Council for International Development, and fully accredited by the Department of Foreign Affairs and Trade which manages the Australian Government’s overseas aid program.

ChildFund began working in Vietnam in 1995 and works in partnership with local government and civil society, as well as children, their parents, caregivers and communities to create lasting change, respond to humanitarian emergencies and promote children’s rights.

Projects are implemented in the northern provinces of Bac Kan, Cao Bang and Hoa Binh, where the majority of people are from ethnic minority groups; often the most vulnerable or marginalised sections of the population. ChildFund Vietnam’s projects focus on child rights and child protection, education, health and wellbeing for children. ChildFund Vietnam also prioritises building the resilience of young people, by giving them the opportunity to take part in sports, life skills learning, and supporting their participation in local decision-making processes.

## HOW WE VALUE YOUR CONTRIBUTION

### Remuneration Package

We aim to provide an overall remuneration package that is attractive and fair. Our remuneration framework ensures that we align to employment conditions and laws, and we benchmark against the local market to ensure we offer competitive employment conditions that are appropriate to our sector.

### Leave

You will have access to 15 days of paid annual leave in the first year of service. From the second year onwards, leave entitlement is 20 days plus one additional day for every 5 years of service. You are also entitled to personal/carer’s leave, paid parental leave, school leave, child sick leave, study leave and bereavement leave.

### Flexible Working Arrangement

You will have access to flexible working arrangements. We encourage a culture of flexibility and enable conversations between yourself and your manager about maintaining work-life balance.

### Health Care Insurance program

We provide 24-hour coverage for Comprehensive Health Care insurance for all ChildFund Vietnam staff, including In-patient (Hospital & Surgical Insurance), Personal Accident Insurance and Outpatient Treatment Insurance. This program is also extended to family members depending on staff’s tenure with the organisation.

### Learning and Development

Our approach to learning and development will enable you to have the information, skills, and knowledge needed to do your job and to grow in your position. We build the capacity of our people and support you with on-the-job experience, coaching and formal training.

### Internal Social Welfare

ChildFund aims at creating a working environment and organisational culture where staff feels valued and cared for. We offer a comprehensive program of internal welfare activities, including monthly birthday celebrations, gifts for weddings and new born babies and quarterly team building activities (“Good Friday”).

**OUR VISION:** A world without poverty where all children and young people can say: “I am safe. I am educated, I contribute. I have a future.”

**OUR MISSION:** We partner to create community and systems change which enables vulnerable children and young people, in all their diversity, to assert and realise their rights.

**At ChildFund Vietnam  
you will be  
contributing to every  
child being able to  
play, learn, and grow.**