

DEADLINE: 25 September 2026

TYPE OF CONTRACT/DURATION: EMPLOYMENT CONTRACT

NO OF REQUIRED EMPLOYEES: 1

SALARY: AS PREMIERE URGENCE INTERNATIONALE (PUI) SYRIA MISSION SALARY SCALE

BASED: Der Alzour

ABOUT PUI IN SYRIA

The current operational strategy for Premiere Urgence Internationale (PUI) in Syria is to alleviate the human suffering of the Syrian people in Syria by delivering sound, needs-based humanitarian assistance, while promoting a life-sustaining response. PUI's positioning on, shelter, education, livelihoods, and WaSH sectors remain a priority.

Based on ten years of experience conducting humanitarian operations in Syria, supporting Iraqi refugees and lately Syrians affected by the crisis, PUI has played an important role in responding to the needs of the population within nine governorates (Aleppo, Damascus, Rural Damascus, Homs, Hama, Tartous, Latakia & Deraa) and through the following interventions:

- Rehabilitation of collective and private shelters
- Rehabilitation of infrastructure
- Emergency and Early Recovery WASH interventions
- Education support for conflict-affected populations (remedial classes, school rehabilitation, free exam preparations, summer class activities, community based initiatives and psycho social support),
- Enhancement of the Population of Syria self-reliance through livelihoods (vocational training course, provision of a professional tool kit ((PTK))

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GENERAL OBJECTIVE

Under the direct supervision of the Health and Nutrition Project Manager and the overall supervision of the Syria Country Director, the Community Outreach Activity Supervisor is responsible for planning, supervising, monitoring, and coordinating all community-based health activities implemented under the project.

The Community Outreach Activity Supervisor ensures effective implementation of outreach interventions, community engagement activities, health promotion campaigns, maternal and child health awareness activities, vaccination promotion, referral mechanisms, and community-based monitoring systems in targeted communities.

The Community Outreach Activity Supervisor is responsible for:

- Community outreach implementation

- Community health promotion and awareness
- Maternal, newborn and child health outreach
- Vaccination promotion and community mobilization
- Community referral systems
- Team management and capacity building
- Monitoring, reporting and data quality
- Coordination and representation

RESPONSIBILITIES AND TASKS**1. Community Outreach Activities Implementation**

- Ensure effective implementation of all community health outreach activities in targeted locations.
- Identify and map target communities, vulnerable populations, and underserved areas.
- Develop outreach plans and schedules in coordination with the Health and Nutrition Program Manager.
- Monitor implementation of health promotion and awareness activities.
- Ensure appropriate utilization of community outreach tools and IEC materials.
- Support community-based identification of vulnerable individuals requiring healthcare services.
- Monitor community health needs and emerging health concerns.
- Participate in rapid assessments, surveys, and health needs assessments when required.
- Ensure community activities are implemented according to PUI standards and donor requirements.

2. Maternal, Newborn and Child Health Outreach Activities

- Supervise community awareness activities targeting pregnant and lactating women.
- Ensure dissemination of key maternal and newborn health messages.
- Support community awareness sessions related to antenatal care (ANC), postnatal care (PNC), newborn care, family planning, and danger signs.
- Support identification and referral of pregnant women and high-risk maternal cases.
- Promote health-seeking behaviors among caregivers and families.
- Coordinate community outreach activities related to maternal and child health with PHCC teams.
- Monitor implementation of maternal and child health outreach indicators.
- Support community follow-up of vulnerable mothers and children when required.

3. Vaccination Promotion and Community Mobilization

- Support community awareness activities promoting routine immunization services.
- Coordinate community mobilization efforts for vaccination campaigns.
- Support identification and follow-up of defaulters and under-immunized children.
- Promote caregiver awareness regarding vaccination schedules and vaccine-preventable diseases.

- Coordinate with PHCC teams regarding vaccination outreach activities.
- Monitor barriers affecting vaccination uptake and propose mitigation measures.
- Support dissemination of vaccination-related IEC materials and key messages.

4. Coordination with Nutrition Activities

- Coordinate closely with the Nutrition Responsible to ensure harmonized implementation of community-based activities.
- Support community mobilization and beneficiary outreach for nutrition screening campaigns.
- Facilitate referral of identified nutrition cases through community outreach teams.
- Support dissemination of nutrition-related awareness messages and IEC materials developed by the Nutrition Responsible.
- Ensure effective coordination between Community Health Workers, PHCC teams, and the Nutrition Responsible regarding referrals and follow-up.
- Contribute to integrated outreach activities where health, maternal-child health, and nutrition interventions overlap.

5. Community Referral and Follow-Up Systems

- Establish and maintain functional referral pathways between communities, PHCCs, and referral facilities.
- Ensure timely referral of identified vulnerable cases.
- Monitor referral completion and follow-up mechanisms.
- Coordinate with PHCC teams regarding referred beneficiaries.
- Support community-level tracking of vulnerable cases requiring healthcare services.
- Monitor effectiveness of referral systems and identify opportunities for improvement.
- Support community-based follow-up of referred beneficiaries when required.

6. Team Management and Capacity Building

- Directly supervise any Community Health Workers (CHWs), Outreach Workers, Community Midwives, and other community-based staff.
- Develop workplans and outreach schedules for community teams.
- Conduct regular supervision visits and coaching sessions.
- Identify capacity gaps and training needs among community teams.
- Organize on-the-job coaching and refresher training.
- Ensure adherence to PUI policies, procedures, and humanitarian principles.
- Conduct regular performance follow-up and provide feedback.
- Promote teamwork, accountability, and effective communication.

- Support recruitment, onboarding, and capacity building of outreach staff as required.

7. Monitoring, Reporting and Information Management

- Ensure accurate collection and reporting of community-level data.
- Monitor project indicators related to outreach, referrals, maternal and child health, and vaccination.
- Validate community activity reports and support documentation.
- Analyze outreach data and identify trends, challenges, and gaps.
- Prepare weekly and monthly reports.
- Ensure confidentiality and protection of beneficiary information.
- Report challenges, achievements, and lessons learned in project management.
- Support MEAL and Health teams in assessments, surveys, and monitoring activities.

8. Coordination and Representation

- Coordinate regularly with community leaders, local authorities, Health Directorates, and community structures.
- Participate in relevant coordination meetings and technical discussions.
- Maintain effective collaboration with PHCC teams and referral facilities.
- Represent PUI during community-level meetings when delegated.
- Coordinate with humanitarian actors to avoid duplication and strengthen referral pathways.
- Support establishment of community engagement and accountability mechanisms.
- Any other work related task and asked by the Line Manager..

Qualification:

	REQUIRED	DESIRABLE
TRAINING	• Bachelor's degree in public health, Nursing, Midwifery, Social Work, Health Education, or related field • Training in Community Health and Health Promotion • Training in Maternal and Child Health	• Master's degree in public health • Training in Community-Based Programming • Training in humanitarian standards (Sphere, CHS, etc.)
PROFESSIONAL EXPERIENCE	• Minimum 2 years of experience in community health programs • Minimum 1 year supervising community teams or outreach activities • Experience working with NGOs, INGOs, UN agencies, or health programs	• Experience in Syria humanitarian response • Experience managing CHWs and outreach networks • Experience in vaccination promotion and maternal-child health programs
KNOWLEDGE & SKILLS	• Strong knowledge of community health approaches and referral systems	• Knowledge of maternal and child health outreach approaches • Knowledge of vaccination promotion and community mobilization strategies

Community Outreach Activity Supervisor BASED IN Der Alzour

	• Strong supervisory and team management skills • Experience in community mobilization and health promotion activities	• Understanding of nutrition referral pathways and coordination mechanisms
LANGUAGES	• Arabic (Fluent) • English (Good written and spoken skills)	• Kurdish • French
SOFTWARE	• Microsoft Word • Microsoft Excel • Microsoft Outlook	• Kobo Toolbox / ODK • Power BI or other data visualization tools

REQUIRED PERSONAL CHARACTERISTICS

- Ability to work independently, take initiative, and assume responsibility proactively.
- Strong leadership and team management skills.
- Strong supervisory and coaching capacities.
- Excellent communication, facilitation, and interpersonal skills.
- Ability to engage effectively with communities and local stakeholders.
- Strong organizational and planning skills.
- Ability to prioritize multiple tasks under tight deadlines.
- Strong analytical and problem-solving skills.
- Strong commitment to humanitarian principles and accountability.
- Resilience and ability to work under pressure in complex humanitarian settings.
- Flexibility and adaptability to changing operational contexts.
- Ability to maintain confidentiality and professional integrity.
- Ability to work in multicultural environments and build positive working relationships.
- Commitment to community participation, accountability, and continuous improvement.

Dear Applicant,

To apply for this Vacancy,
Please copy below link and fill the PUI Syria application form.

<https://docs.google.com/forms/d/e/1FAIpQLSfl9rL7r91AJjOtXeQNpSHbtgWQsWVZKNwigsUN3WRACY-A/viewform?usp=publish-editor>

If the link above dose not work by clicking on it, please copy and paste it in the browser address bar.



Community Outreach Activity Supervisor BASED IN Der Alzour

APPLICATIONS WILL BE REVIEWED ON A ROLLING BASIS AND POSITION CAN BE CLOSED EARLIER THAN DEADLINE, FOR THIS REASON, INTERESTED CANDIDATES ARE ASKED TO SUBMIT THEIR APPLICATION AS SOON AS POSSIBLE.

PUI is an Equal Opportunity Employer that values diversity and fosters a culture of inclusiveness. Applications are encouraged from women, candidates, and people with disabilities