



Vacancy Announcement

Job Description:

Company: International Medical Corps.

Job Title: : Community Health Team Leader

Contract type: Special Service Agreement.

Duty Station: Syria (Dahdeel-Damascus).

Number of Vacancies: 1.

Application Closing Date: July 21,2026, 4:00PM.

JOB SUMMARY:

The Community Health Team Leader is responsible for the direct supervision, guidance, and performance monitoring of community health workers within a designated catchment area. S/he ensures the effective implementation of community health activities, maintains data quality, coordinates with local authorities and health facilities, and provides on-the-job training to field teams, all in full alignment with the National Community Health Protocol.

MAIN TASKS AND RESPONSIBILITIES:

- **Supervision & Field Management:** Directly supervise up to 5 CHW teams (10 workers) through regular site visits, simultaneous supervisory home visits, and on-the-job coaching to ensure adherence to weekly work plans.
- **Quality Assurance:** Conduct supervisory spot-checks (targeting a minimum of 15% of total field visits) to monitor the quality, duration, and coverage of household visits, to ensure the effective delivery of services.
- **Data & Reporting:** Review, validate, and compile weekly reports from CHWs; gather referral copies and submit accurate, timely reports to the Area Supervisor.
- **Logistics & Coordination:** Coordinate field awareness campaigns and logistics; communicate with local authorities (e.g., Stakeholders) and serve as the primary link between CHW teams and the nearest health facility.
- **Referral Tracking:** Follow up on critical referrals by verifying that referred patients have attended health facilities; collaborate with health centers to trace defaulters for EPI, ANC, PNC, and other services.
- **Capacity Building:** Provide practical training, mentorship, and regular refresher sessions for CHWs to maintain competency and ensure the correct application of skills.
- **Community Engagement:** Participate in community dialogue sessions to gather feedback on health needs and program effectiveness, ensuring accountability to the community.
- **Compliance:** Ensure all activities comply with protection policies, including Child Safeguarding and Prevention of Sexual Exploitation and Abuse (PSEA); document challenges, lessons learned, and success stories.

- **MINIMUM QUALIFICATIONS:**

Education: completed a university degree or higher education (preferably in a medical field)

- **Training:** Candidate with training in CHW Training Package and/or a vailed Training of Trainers (TOT) certificate in Community Health are strongly preferable.
- **Experience:** Minimum of 2 years of proven experience in managing field teams within a community health, humanitarian, or social project context.
- **Personal Attributes:** High integrity, self-awareness, adaptability, and full commitment to confidentiality, non-discrimination, and PSEA policies.
- **Key Skills:** Strong leadership, decision-making, and time management skills; excellent diplomatic communication; problem-solving ability; and capacity to work under pressure in challenging field environments.

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- **Note:** Only candidates meeting the minimum qualifications and who are residents of, or willing to work within, the assigned catchment area will be considered.

- **Ethical Conduct at International Medical Corps:**

As part of a global, humanitarian team dedicated to saving lives, easing suffering, and building self-reliance, International Medical Corps staff are responsible for adhering to our *Code of Conduct and Ethics* and for knowing and abiding by International Medical Corps policies and standards. All staff play a vital role in preventing violations of our *Code of Conduct and Ethics*, including conflicts of interest, fraud, corruption, and any kind of exploitation or abuse. International Medical Corps is also committed to providing a safe and healthy work environment free of harassment, bullying, and other misconduct, enabling staff to build and maintain professional, respectful working relationships.

International Medical Corps prioritizes safeguarding the populations with whom we work from exploitation, neglect, or abuse of children and adults at risk, and/or any form of trafficking in persons. International Medical Corps is committed to engaging members of crisis-affected communities to participate in meaningful ways in a crisis response, including making informed decisions about the assistance they receive, mitigating potential risks, and holding us accountable for the commitments we make. All staff are expected to support International Medical Corps' culture of accountability toward our stakeholders, particularly the crisis-affected communities and individuals we serve.

As part of International Medical Corps' commitment to a speak-up culture and as one of the primary ways we collectively hold ourselves accountable for complying with the ethical principles and standards of conduct outlined in the *Code of Conduct and Ethics*, all staff are required to report suspected or actual misconduct or violations of organizational policies. Our *Code of Conduct and Ethics* and *Whistleblower Policy* prohibit any form of retaliation against whistleblowers or individuals who report a concern in good faith. Staff who violate these protections may be subject to disciplinary action, up to and including termination of employment or contractual relationship with International Medical Corps.

- **About us:**

Humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs.

International Medical Corps is proud to provide equal employment opportunities to all employees and qualified

applicants without regard to race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability or status.

International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction.

If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website for reporting misconduct : www.InternationalMedicalCorps.ethicspoint.com

Please do not submit your CV or application to this website; it will not be considered for review.

WOMEN ARE STRONGLY ENCOURAGED TO APPLY.

This position is urgently required, and recruitment will be conducted on a rolling basis. Interested candidates are encouraged to apply as soon as possible, as the vacancy may be filled before the closing date.

To apply for this vacancy please click on the following link and fill in the required information:

Dahadeel

<https://enketo.ona.io/x/47Le4kgA>