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**VACANCY**

**BRACED PROJECT MANAGER**

Concern South Sudan is an international humanitarian NGO working in South Sudan since 1998. It is dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world’s poorest countries through the provision of health & nutrition, shelter, WASH and livelihood activities in the three States of South Sudan

Concern South Sudan is looking for a suitable candidate to fill the position **BRACED Project Manager to be based in Nyamlel Aweil West County, Northern Bahr El Ghazal State.**

**Job Purpose:**

The BRACED Project Manager is responsible for overall effective implementation and management of the BRACED programme funded by DFID, in Aweil West and Aweil North Counties, Lol State; providing management and technical support to BRACED staff and target communities. Reporting to the FSL Programme Manager, the job holder will manage delivery of the planned programme, providing management support to the programme team and coordinating with key stakeholders at County, Payam and Boma levels. The job holder will ensure implementation of community-level elements of the BRACED programme activities including; Agro-Pastoral Field Schools (APFSs), Natural Resource and Disaster Risk Management, Village Savings and Loans Associations (VSLAs), and Community-Led Total Sanitation (CLTS).

**Main Duties & Responsibilities:**

**Responsibility 1:** **Programme management**

* Oversee the implementation of, and update the BRACED programme plan in coordination with the programme team. Monitor the implementation of activities against the programme proposals, log-frames and M&E plan.
* Ensure an understanding of the BRACED consortium programme at implementation level and the linkages of Concern’s programme activities with the wider Consortium approach to resilience and adaptations to climate extremes and disasters.
* Manage the programme budget and monitor expenditure according to monthly management accounts.
* Manage and monitor procurement plans and ensure procurement of necessary materials in a timely manner, liaising with the teams and senior management to resolve any logistical blockages.
* Provide regular reports and programme updates to the FSL Programme Manager including the monthly budget forecast.
* Representation and communication of BRACED consortium programme initiatives to relevant stakeholders at programme level.

**Responsibility 2: Technical Oversight**

* Carry out frequent field visits with the Project Officers (POs) and Assistant Project Officers (APOs). Work with POs and APOs to support and review the performance of the APFSs and other community activities at Boma level.
* Ensure that Payam-level activities are delivered and coordinated including the natural resource management elements of the programme, resilience planning with stakeholders and actors and facilitate linkages to Consortium and National information systems to ensure that the programme remains firmly embedded in the national institutional processes of South Sudan.
* Support and facilitate BRACED consortium members to conduct assigned consortium activities in the Concern’s programme such as training of trainers (TOTs) of natural resources management (NRM) committees, FAO activities related to AFIS, Sudd Institute research activities and consortium M&E activities, which are those activities additional to the normal day-to-day monitoring to the programme, etc.

**Responsibility 3: Team management**

* Leadership and direction of Programme team and all programme field operations, administration, logistics, human resource (HR) management and procurement
* Ensure all team members have up to date and relevant objectives, and have constructive performance reviews as per Concern’s HR policy.
* Day to day team management including; working with the project officer to develop their skills in terms of short term plan development; identifying problems and their solutions; managing the performance of others.
* Develop team capacity through on-the-job mentoring as well as internal and external training opportunities. Specific areas to consider include building the capacity of the BRACED team on technical design and best technical practice, improving the management capacity of the team.
* Ensure team members are aware of core Concern policies and procedures relevant to their work, and with the support of others, carry out regular briefings on these policies, including the P4, security management, accountability etc.
* Ensure that the staff members understand and respect Concern Worldwide policies including Programme Participant Protection Policy (P4) and Code of Conduct (CoC).

**Responsibility 4: Monitoring and Evaluation/Accountability**

* Ensure that all technical specifications of the programme are delivered to a high quality.
* In collaboration with the Consortium M&E Coordinator, coordinate BRACED programme M&E activities and ensure harmonisation with the Consortium M&E Framework and tools. Ensure that implementation level M&E processes are coherent with the Consortium M&E systems.
* Ensure that the programme M&E activities fully meet the donor requirements and also conform with and uses Concern Worldwide’s existing planning, monitoring and evaluation guidelines.
* Support and facilitate research, surveys and external evaluation activities within Concern’s programme area.
* Concern is committed to increasing its accountability to different stakeholders, and particularly to beneficiaries, and is a member of HAP (Humanitarian Accountability Partnership). Working with the support of the FSL Programme Manager, Area Coordinator and Programmes Director ensure accountability benchmarks are understood by team members and appropriately incorporated into programme activities.
* As part of the accountability initiative, ensure that an appropriate Complaints Response Mechanism (CRM) is effectively implemented and fully operational and that programme information is clearly communicated to communities.

**Responsibility 5: Advocacy/Networking and Coordination**

* Develop and maintain working relationships with relevant Government Agencies and facilitate their involvement in the programme.
* Represent Concern at coordination fora pertaining to the programme.

**Responsibility 6: Other**

* Adhere fully to the commitments and rules of Concern’s P4 and CoC, including respect of confidentiality and duty to report violations.
* Commitment and desire to work closely with people in the rural community.
* Respect for villagers and their ideas, and a strong belief in their ability to act for change.
* Respect for all sections of the community and an avoidance of any display of negative discrimination.
* Willingness to stay, work and live in areas with minimal facilities and to endure physically hardship arising from poor infrastructure or adverse weather conditions.
* Undertake any other relevant duties as may be assigned by line manager or designate.

**Qualifications**

**Education/Training**

*Required:*

* Degree in a relevant discipline: agricultural sciences, rural development, climate and environment or a relevant social science discipline.

*Desired:*

* Master’s degree in a relevant discipline: agricultural sciences, rural development, climate and environment or a relevant social science discipline.

**Experience**

*Required:*

* Five years’ experience of working in development settings for national/international NGOs in fragile contexts and experience in the management of rural development programmes a distinct advantage;
* Experience and understanding of the mechanisms required for ensuring community resilience methodologies, sustainability and supporting rural communities to establish rural natural resource management committees in line with national Government policies; as well as a good grasp of appropriate agriculture smart technologies for achieving sustainable behaviour change in climate change;
* Experience in Monitoring and Evaluation techniques and project cycle management;
* Experience of collaboratively working with local authorities, partners, NGOs and UN Agencies.

*Desired*

* Experience in implementing a climate change and resilience project and implementing APFS methodology;

**Technical Skills**

*Required:*

* Knowledge of the farmer field school approach and technical agriculture skills for crop and vegetable planting and cultivation, pest management, post-harvest handling, etc.;
* Knowledge of resilience planning processes, including natural resource management and disaster risk management, and familiarity with community-led total sanitation approach;
* Knowledge of rural micro-finance, particularly in relation to establishment and technical support to VSLAs
* Excellent computer skills, including Microsoft Word, PowerPoint and Excel.
* Excellent communication skills in English.

*Desired:*

* Excellent communication skills in Dinka.

**Competencies:**

* Good analytical, planning and time management skills;
* Capacity building experience, including identification of training needs and training experience;
* Familiar with logistics, HR, Finance, and administrative processes;
* Ability to organize and prioritize workload, using initiative when appropriate;
* Good team player, flexible and capable of working in a politically and culturally sensitive environment with a multinational country team.

**Contacts/ Key Relationships:**

*Internal:* - Livelihoods Programme Manager, Area Coordinator, Programme Director, BRACED Consortium Director, BRACED M&E Coordinator, Country Finance Team

*External:* - Relevant Government Authorities

**HOW TO APPLY**

1. Interested Candidates are requested to submit their Applications, Updated CVs and scan copy of their nationality ID to: **HR Department, Concern Worldwide South Sudan programme P.O Box 104 Airport Road ,South Tongping and Nyamlel NOT later than 15th January 2017 or Email it to:** [**vacancies.juba@concern.net**](mailto:vacancies.juba@concern.net)
2. The position is open only to South Sudanese national.
3. Only shortlisted candidates will be contacted and applications submitted will not be returned.