



## **Advertisement for Tailoring and Design Tutor**

Norwegian People's Aid (NPA) is an International Non-Governmental Organization involved in humanitarian, relief and long-term development cooperation in South Sudan.

NPA South Sudan has been structured into four programs; Food Security and Livelihood, Humanitarian Disarmament, Health and Civil Society Development.

The long term objective of the Civil Society Development Program (CSDP) is to facilitate a dynamic and vocal civil society in South Sudan. The main components of the Program are:

- Rights of freedom of expression and independent media
- Women's Rights
- Land and Resource Rights
- Youth Rights
- Vocational Training

NPA's CSDP wishes to recruit a highly competent, proactive and self-driven person to fill the position of **Tailoring and Design Tutor**, based in Yei.

### **Purpose of the Position**

The purpose of the position is to prepare and deliver lessons, participation in reviewing or developing of the tailoring and design materials/curriculum. Provide technical support to trainees and other users and as well as to staff of YVTC.

### **Duties and Responsibilities**

- Prepare and deliver lesson exercises and related training materials on various tailoring/design programs to trainees in accordance with the Curriculum.
- Participate in preparation and or updating tailoring/design training modules and manuals.
- Lead/participate in development or review and harmonization of tailoring/design Curriculum for the Vocational Training Centers of the government of South Sudan.
- Mentor and support the trainees of YVTC as a counselor in case of any matter arising among them and outside the center.
- Publicize YVTC and its departments through the media and by display of the training schedules on local public notice/bill boards.
- Submitting regular assessments and reports on the conduct, progress and achievements of students and make appropriate recommendations.
- Timely preparation of monthly/end of year tailoring departmental report for the principal.
- In coordination with the principal, conduct resource mobilization for YVTC's activities.

- Develop modules for training civil society organizations and other trainees on social tailoring/design and its application for mobilization against issues of concern to the public.
- Contribute to formulation and implementation/review of YVTC business plan.
- Maintain and archive training records of all trainees from the tailoring/design department of YVTC.
- Conduct the daily management of the tailoring classrooms and general control of the usage of its equipment/materials.
- Participating in the center performance management scheme.
- Ensuring compliance with all Health and Safety regulation, regular checking of equipment, ensuring that chemicals and radioactive sources if used, are handled, stored and disposed safely and correctly; ensuring that safe working practices are adopted and that all equipment are operated safely and records maintained.

## **Desired Qualifications, Experience and Skills**

- Diploma or Degree in Tailoring/Design.
- Previous experience providing participatory training in tailoring and design to young adults.
- Previous experience teaching in a vocational school as tailor and design tutor.
- Ability to train and impart knowledge to trainees of various levels of formal education.
- Previous report writing and resource mobilizations experience.
- Familiarity with the complexities of accountability, organizational growth and change, and the ethical dimensions of NGO work.
- Excellent interpersonal skills and ability to work in a multi-cultural/multi-national setting.
- Skills in and ability to exercise diplomacy in engagements with state and non-state partners.
- Good team player.
- Good writing skills and proficiency in the English language and Juba Arabic is a plus.
- Computer literate.
- Previous experience working in an insecure environment, particularly in South Sudan.
- Ability to exercise conscience and non-tolerance to corruption.

NPA is an equal opportunity employer. In making employment decisions it does not discriminate on the basis of gender, ethnicity, religion or political affiliation.

Qualified women and South Sudanese nationals are encouraged to apply.

Applications and CVs with active contacts and three professional referees and photocopies of academic transcripts should be emailed to [hr-sud@npaid.org](mailto:hr-sud@npaid.org)

Please copy [ayumeE@npaid.org](mailto:ayumeE@npaid.org) and [ayumem@npaid.org](mailto:ayumem@npaid.org)

**Applications submitted after 12:00 noon on Monday 4<sup>th</sup> January, 2016, will not be considered**