



## **JOB ANNOUNCEMENT:**

**Position Title:** Project Officer (1 Positions)  
**Posting/Location:** Pibor South Sudan  
**Reports to:** Program Coordinator – Reconciliation for Peace (R4P) in South Sudan  
**Position Type:** Full-time

Catholic Relief Services (CRS) carries out the commitment of the Bishops of the United States to assist the poor and vulnerable overseas. Our Catholic identity is at the heart of our mission and operations. We welcome as a part of our staff and partners people of all faiths and secular traditions who share our values and our commitment to serving those in need. CRS has been operational in South Sudan since 1983, focusing on agriculture, health, peacebuilding, WASH, emergency relief, and savings and lending activities. CRS also helps strengthen organizational capacity of local institutions.

Catholic Relief Services South Sudan Program is recruiting highly competent, proactive and self-driven persons to fill one (1) positions of Project Officer for the USAID funded '**Reconciliation for Peace in South Sudan**' project. The Reconciliation for Peace in South Sudan is a multifaceted peacebuilding and reconciliation initiative that promotes broadly inclusive, equitable and transparent processes for grassroots truth-telling and reconciliation and formal negotiations.

## **PURPOSE OF THE POSITION:**

Key functions of the Project Officer include providing alerts on emerging conflict hot spots in the program area, engaging key stakeholders (church constituents, government officials and administrators, traditional leaders and community members) to create awareness about R4P, supporting the identification of appropriate project initiatives with stakeholders and coordinating the implementation of project activities in respective areas of coverage. The post holder will also support integration of the R4P project with the other CRS programs under implementation in the program area: JFSP, LRRP and PROPEL. The post holder will be based in the JFSP base in **Pibor** and come under the administrative supervision of the JFSP Field Area Coordinator.

## **SPECIFIC RESPONSIBILITIES:**

### *Program Quality*

- Coordinate with the CRS livelihoods program teams to identify and provide alerts on any emerging conflict hot spots in the program areas;
- Coordinate with the CRS livelihoods programs teams to identify and provide alerts on emerging opportunities at local level with stakeholders for the program to intervene to prevent or mitigate potential conflict in the program areas;
- Participate in the weekly program planning and review meetings under the FAC in the county;
- Contribute to the weekly and monthly program reports prepared by the FAC;
- Create awareness with key stakeholders on the R4P program: church constituents, government officials and administrators, traditional leaders and community members.
- Support the coordination and integration of the CRS livelihoods and resilience programming in the area with the Reconciliation for Peace project initiatives:

- Provide advice and guidance to the Reconciliation for Peace project on appropriate channels and processes for community engagement and project initiatives;
- Mobilize stakeholders to identify and participate appropriately in project activities;
- Coordinate with churches and the Inter-Church Committees (ICC), local leaders and community organizations to identify, design, implement and evaluation appropriate peacebuilding and conflict management initiatives;
- Contribute to the Reconciliation for Peace project detailed implementation plan (DIP) for the program areas;
- Facilitate the implementation of project activities in the program area as approved in the Detailed Implementation Plan.
- Support local actors in completing and submitting to CRS Juba requests for funding to undertake project activities
- Support local actors in completing and submitting to CRS Juba the mandatory supporting documentation for the liquidation of advances.

### **Monitoring, Evaluation, Accountability and Learning Competencies**

- Coordinate with the CRS program MEAL teams in the collection and review of project MEAL<sup>1</sup> data.
- Attend participatory reflection events involving CRS and partner staff to identify learning and recommendations as part of all evaluations and reviews
- Participate actively in contributing to documentation of ‘success stories’ and other anecdotal information to demonstrate results/impact of initiatives undertaken by partners and enhance the overall quality of performance reports to all constituents

#### **1. Agency-wide Competencies (for all CRS Staff)**

These are rooted in the mission, values, and principles of CRS and used by each staff member to fulfill his or her responsibilities and to achieve the desired results.

- Serves with Integrity
- Models Stewardship
- Cultivates Constructive Relationships
- Promotes Learning

### **QUALIFICATIONS:**

- A Bachelor’s degree or diploma in the social sciences or related field;
- Minimum two years’ experience in a relevant field;
- Experience working with faith based organizations or the government will be an added advantage.
- Proven coordination and inter-personal skills
- Ability to represent CRS at local level coordination meetings with local government and other civil society organizations;
- Clear writing skills in English;
- Computer skills in MS Office
- Good speaking and presentation skills in English;
- Capacity to live and work in the community in either Yuai or Pibor;
- Good speaking and presentation skills in either Nuer (Uror) or Murle (Pibor)

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<sup>1</sup> *Monitoring, Evaluation, Accountability and Learning*

**KEY WORKING RELATIONSHIPS:**

**Key working relationships and contacts in CRS:**

Reconciliation for Peace - Project Director and Program Coordinator, Jonglei State Project Manager, Field Area Coordinator for Urur or Pibor, JFSP CoP JFSP Area Manager & Government Liaison, Deputy /Head of Programs (D/HOP), HOP.

**Key external working relationships and contacts:**

South Sudan Council of Churches (SSCC) Secretary General, SSCC Head of Programs, Inter church Committees (ICCs), RRC/RRA in program locations

**DISCLAIMER CLAUSE:** This job description is not an exhaustive list of the skills, effort, duties, and responsibilities associated with the position

Application letters and CVs together with the names of three professional referees, should reach the undersigned not later than **December 28<sup>th</sup>, 2016**. Only short-listed candidates will be contacted.

**Human Resources Manager**

Catholic Relief Services Jonglei State  
Bor Office, Pibor Boma State or Juba Office

Or

By E-mail: [jobapps@crssudan.org](mailto:jobapps@crssudan.org)

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

