



JOB ADVERTISEMENT

Position Title: Savings and Internal Lending Communities (SILC) Officer - two Positions (1 Bor & 1 Pibor)

Project: Livelihoods Recovery and Resilience Program(LRRP)

Report to: Technical Advisor- Economic Strengthening

Catholic Relief Services (CRS) is the overseas relief and development agency arm of the United States Conference of Catholic Bishops. It was founded in 1943 and works in nearly 100 countries/territories globally. CRS has worked in Southern Sudan since 1989, supporting and implementing initiatives in Emergency Response, Peace-building, Agriculture, Health, Education, and Income Generation. CRS' work reflects and expresses the principles of Catholic Social Teaching however CRS assists persons on the basis of need, not race, creed, or nationality.

Background

Catholic Relief Services South Sudan Program wishes to recruit highly competent, proactive and self-driven person (South Sudanese National only) to fill the position of Savings and Internal Lending Community Officer (SILC Officer) to be based in the following locations: Bor/Duk/ (Jonglei State) and Pibor (Boma State). Applicants should specify the location for which they are applying. The SILC Officer position is part of the USAID/OFDA funded three year Livelihoods Recovery and Resilience Program (LRRP), which aims to build resiliency across the conflict affected communities in Eastern Lakes, Jonglei and Boma States by addressing low agricultural production, poor market access, limited access to sanitation and water facilities.

Job Summary

The SILC Officer will facilitate SILC training of Trainers (TOT) workshops to ensure that local participants master the SILC model and MIS tools. S/he will ensure efficient data collection, analyze MIS data, provide on-site supervision to ensure program quality, and submit monthly and quarterly MIS trend analysis to the Technical Advisor- Economic Strengthening. S/he will also be responsible for providing operational and technical assistance to specific project teams, geared towards scaling up SILC programs following CRS standards. The SILC Officer will work closely with other project Officers across LRRP target areas. He/She is expected to promote economic strengthening through the smooth and logical integration of the SILC model as a key microfinance strategy for improving household income levels for vulnerable groups.

The SILC Officer will conduct business and marketing training for project teams to promote use of improved markets and participation in dynamic value-chains. S/he will work closely with Farmer extension agents to establish community-private sector buyer and community private sector supplier linkages.

MAJOR RESPONSIBILITIES

Work closely with other project staff to scale up SILC and promote business management practices and marketing interventions as part of LRRP economic strengthening strategies through:

1. Coordination:

- Work in close collaboration with other SILC Officers in integrating economic strengthening interventions into LRRP.
- Oversee the integration of economic strengthening in the project and provide timely and detailed positive feedback to improve integration.
- Provide technical assistance and manage the development, monitoring, analysis and evaluation of the SILC portfolio, business management practices and marketing in the project.
- Develop project specific work plans, detailed implementation plans and project schedules based on project agreements and contractual obligations
- Ensure timely submission of financial and narrative reports to the Technical Advisor- Economic Strengthening.

2. Training:

- In collaboration with other project staff, work to identify capacity gaps with regards to SILC, financial education, business management and marketing in the program.
- Design and facilitate Training of Trainers workshops for Field Agents and their supervisors on SILC, financial education, business management and marketing.
- Build the capacity of SILC Field Supervisors on SILC methodology, planning, implementation, management and monitoring of the program.
- Work with the MEAL Officer in identifying and disseminating lessons learned and best practices.

3. Management Information System

- Maintain the LRRP level SILC MIS
- Support the MEAL officer in collection and analysis of SILC data on a monthly basis.
- Use and study information captured through the SILC MIS and submit monthly and quarterly trend analysis reports.
- Work very closely with MEAL Officer to provide input on SILC performance and improved markets indicators
- Work with MEAL Officer to clean and upload data

4. Monitoring and Evaluation

- In cooperation with LRRP team and MEAL Officer, help develop an M&E plan
- Monitor the quality of the SILC programs, business management practices and marketing linkages through regular field visits
- Participate in overall program reviews and evaluations

5. Learning Agenda

- Contribute lessons learned from the field.
- Raise awareness about, promote and market the SILC model with new project participants in the field.

Events.

- Promote value adding techniques and share lessons learned in value chains.

Key working Relationships

Internal: SILC Agents, Community Mobilisers, SILC Officers, Project Officer, Technical Advisor-Economic Strengthening, MEAL Officer, Deputy Program Director, Program Director, Head of Programs and EARO RTA – Microfinance.

External: Consortium Partners and Private sectors

Job Requirements

Education: A Bachelor's degree in Social Sciences or Business-related subjects.

Experience: At least 3 years' experience in savings-led microfinance models (e.g. Village Savings and loans – VSL; Savings for Change, GROW, SHG, SILC etc). Experience in marketing will be an added advantage.

Other attributes:

- Honesty
- Self-drive
- Leadership/Management skills
- Team Player
- Thematic knowledge of microfinance
- Business and marketing skills
- Excellent communication and written skills
- Computer proficiency.

Application submission:

Interested candidates should submit a **Non-refundable** application letters and CVs, with details of three professional referees to the undersigned not later than **June 30, 2016**. Only short-listed candidates will be contacted.

Human Resources Manager

Catholic Relief Services

South Sudan program, Juba Office (or drop at the CRS Field Offices-Bor)

OR

By E-mail

Deng.John@crs.org (Human Resources Manager)

Catholic Relief Services- Jonglei State

Bor Office

Or

Peter.Awan@crs.org (Senior Human Resources Officer)

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Approved

