



Plan International  
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## PLAN INTERNATIONAL SOUTH SUDAN JOB ADVERT

Plan is an International Child Centered Community Development organisation – without religious, political or governmental affiliation – that works with children and their communities in 50 of the world’s poorest countries to make lasting improvements in their lives. Plan’s work worldwide benefits around six million children in Africa, Asia and Latin America. Program implementation takes place in 50 Country Offices and 4 Regional Offices, working with more than 90,000 mostly rural communities.

Plan International South Sudan supports development interventions in the domains of education, livelihood, building relations, child protection, governance and social protection.

As an International child-centered community development organization, committed to the wellbeing of children and to supporting the Convention of the Rights of the Child, it does not tolerate child abuse. The institution therefore expects that all its employees and others who work with it have children’s best interests at the heart. Plan International is committed to protecting children from all forms of abuse and violation of their rights.

**Plan International South Sudan is seeking to recruit dynamic, suitably qualified and experienced South Sudanese for the following vacant position:**

**POSITION 1; No. of Vacancies One (1)**

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<b>Job Title</b>	:	<b>Education Project Officer</b>
<b>Reports to</b>	:	Project Manager
<b>Location</b>	:	Yei

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### **Job Summary**

*Financial measures or statistics relevant to post such as budget; list of direct and indirect reports*

- Manages people, finance and resources at the field level
- Coordinate mobilisation efforts for the smooth implementation of project activities.
- Responsible for work plans, monthly planning and weekly planning
- Responsible for all strategic project reports at the field level which include monthly, quarterly and annual reports
- Leads project monitoring on activities and outputs
- Provides management oversight to all project activities in the field.
- Responsible for timely request for procurements and cash
- Ensure timely reporting on the progress, documenting success stories and gaps that can be used for future concepts development

### Typical Responsibilities - Key End Results of Position:

*“What” is done and “why”, but not “how”; include indicators for success*

1. Ensure participation of stakeholders and project team in activities implementation effectively and efficiently in line with Plan International’s CCCD standards, with a gender transformative approach.

#### **Key Functions**

#### **1. Component of the project : Provision of necessary equipment and materials to supported schools and learners**

- He/she ensures provision of basic equipment and furniture to 8 schools selected to run the ALP in Yei. Desks and blackboards will be provided to the schools.
- He/she ensures Provision of teaching materials to teachers: Plan will closely collaborate with the MoE and its representatives at state-level for the printing out of ALP manuals for teachers
- He/she ensures provision of learning supplies to learners: textbooks for different subjects will be printed out for ALP learners.
- He/she ensures proper management of books put in place in the supported ALP centers to ensure sustainability.
- He/she ensures ALP learners will also receive basic school supplies as a bag, pens, erasers, rulers, others.
- Lead and support the monitoring of progress in schools

#### **2. Component of the project: Identification, recruitment and support to teachers through incentives and tailored capacity building**

- Lead the identification of voluntary teachers to be trained and supported, with a priority given to female teachers – to increase the sustainability of the approach and guarantee the teachers will be able to continue teaching after the end of the project,
- He/she will closely collaborate with county education officials in the selection and training process.
- He/she will strive to reach a target of 30% of the teachers identified being female. In South Sudan, the national average of teachers being female is of 12%, which constitutes a major challenge; the project officer will take into account.

### **3. Component: Awareness raising, sensitization and capacity building to increase access to education**

- He/she will work with his project staff and project manager planning and conducting awareness on access to quality formal education – along with messages on CP and SGBV, messages on access to formal education / enrolment into ALP.
- He/she will engage with the county education office in carrying a Back to Learning campaign before the beginning of the 2020 school year. The objective is for children to remain in schools through awareness raising and community mobilization activities.
- Ensures in all the supported learning spaces, National Girls Education Day will be celebrated to increase girls' enrolment, attendance and retention in schools. With the same objective, best-performing girls in schools will be rewarded with awards, provision of stationaries.

### **4. Strengthening of PTSAs through capacity building**

- Work closely with project assistants in establishing PTSA in all the primary schools selected for ALP programming.
- Engage school administration, teachers and PTSA (parents' teachers' students association) in creating link for ALP graduate to transition in formal education by the end of the project.
- Lead the process of working out strategies that contributes towards sustainability of the PTSA.
- The project officer will support the monthly PTSA activities: PTSA members will identify concerns and address recommendations to the projects' teams to act on barriers to education

#### **Dealing with Problems:**

*Complexity of problems handled & the degree of investigation, analysis, & creative thinking required solving them*

- Working with people from different culture background and attitudes towards child rights and women rights
- Working in a tense environment, tight deadlines and adhoc tasks
- Working in an environment, with predominant harmful gender and social norms, for women and girls especially
- Operating in areas prone to political armed conflicts
- Working with marginalised communities with huge demands for lifesaving support.

### **Communications and Working Relationships:**

*Working contacts inside and outside the organization; include the purpose and level (high, medium, low) of the contact*

#### **Internal**

- Interacts and coordinates with departmental heads at the country level, and directly reports to Project Manager and Education manager.

#### **External**

- Education partners at the State and County level
- State and County government officials

#### **Medium**

- Community resource people including traditional authorities, youth groups, women leaders and other community key resource people

### **Knowledge, Skills, Behaviors, and Experience Required to Achieve Role's Objectives:**

*Gained through education, training, & experience*

#### **Knowledge**

- Understand development issues, trends, challenges and opportunities and their implication on children and women's rights, as well as on conflict and peace.
- Knowledge of crosscutting issues of gender, environment and protection
- Knowledge on rights focused programming
- Experience with projects dealing with youth participation, and/or women rights and/or peacebuilding in South Sudan.
- Experience with Monitoring and evaluation

#### **Skills**

- Demonstrate good oral and written communication skills
- Creative and clearly communicating team vision
- Project management skills
- Facilitation skills
- Social mobilization skills
- Problem and conflict solving skills
- People management skills
- Report writing skills.
- Strong interpersonal skills
- Ability to manage risks
- Lobbying and advocacy skills
- Concept paper and proposal writing

### **Qualifications and Experience**

- A Bachelor's degree or diploma in Education and other related field such as in Development Studies, gender and development, and People Management will be an added advantage)
- 3-4 years working experience
- 2-3 years supervisory experience

**All applications marked on the right hand corner of the envelope “Application for the Position of “Education Project Officer” should be addressed to:**

**The HR &OD Business Partner**

**Plan International South Sudan C/o Yei Field Office**

**The closing date for receipt of applications is before close of business on June 7<sup>th</sup>, 2019.**

*Interested persons can collect the **Plan Application Form** from the field office at the above address.*

***Plan is an equal opportunity employer within the meaning of the relevant UN convention. Women are encouraged to apply.***

**Note: Only short listed applicants will be contacted and applications once submitted is not returnable.**