



BBC
MEDIA ACTION
TRANSFORMING LIVES THROUGH MEDIA
AROUND THE WORLD



**BBC MEDIA ACTION
JOB ADVERTISEMENT**

Posted 12/12/2017

LOCATION: South Sudan

JOB TITLE: Project Manager –Capacity Building

REPORTS TO: Senior Projects Manager

DURATION: 12 months (with possible extension), anticipated start January, 2018
Local Terms and Conditions

SALARY: Competitive within South Sudan NGO market rates

BBC Media Action:

BBC Media Action believes in the power of media and communication to help reduce poverty and support people in understanding their rights. Our aim is to inform, connect and empower people around the world. We are passionate about people getting the information they need and in turn being able to communicate – to good effect – with those in power.

To achieve this, Media Action partners with civil society, local media and governments to:

- Produce creative programmes in multi-media formats, based on robust research, which inform and engage audiences around key development issues;
- Strengthen the media sector through building professional capacity and infrastructure.

BBC Media Action delivers a portfolio of media and communication for development projects in South Sudan. We seek to expand this portfolio of work, ensuring that existing projects are delivered on time, to budget, to the highest standards, and in accordance with BBC editorial values as well as Media Action best practice.

Overall Purpose of Job:

The Project Manager will be responsible for working with the Senior Projects Manager (SPM) to oversee the design, delivery, project reporting and partner relationship management of assigned BBC Media Action South Sudan projects. This role is likely to focus on managing training and capacity strengthening support to partner radio stations.

Reporting to the Senior Projects Manager, the post-holder will ensure projects are delivered on time, to budget, in accordance with donor funding agreements and ensuring BBC editorial standards are upheld to have the maximum possible impact with audiences. The post holder will be responsible for taking a leading role in the design of new projects, consulting with other BBC Media Action departments to ensure project activities are oriented to meet objectives and intended outcomes. To achieve this the post holder will also be required to apply their knowledge and experience of development approaches including 'theory of change' and to use project management tools, including logical

- In collaboration with international training expert, design and prepare training modules, materials and guidelines that meet the needs of radio partner stations and the objectives of BBC Media Action projects in South Sudan.
- Carry out face to face training workshops and remote mentoring and support in radio management, production and technical skills for BBC Media Action projects.
- Help develop the overall quality of local programming of the partner radio stations: technical quality, content and format; ensure that it responds to BBC Media Action standards and programme's objectives.
- Develop and maintain a good relationship with the local partner stations, following up on impact of training and addressing any issues and challenges the stations are facing in implementing the new skills learned from the training.
- Prepare and lead trainings on communication for the local CSOs and NGOs.
- Support radio partners constitute strong network of local organizations through communications training in cooperation with local CSOs and NGOs.
- Working with Research and Learning, prepare and design pre and post training assessment feedback mechanisms.
- Participate in BBC Media Action training as required.
- Work with the Editor of Our Tukul to coordinate and support the production of packages, reports, PSAs and other local programming by partner radio stations.
- Work with BBC Media Action Research and Learning team to strengthen mechanisms for gathering feedback from listeners.
- Travel to radio partner stations in South Sudan as and when required
- Any other duties that you may be assign to do.

Required knowledge, skills and experience

- Experienced journalist/producer in radio;
- Experienced trainer/coach for journalists in media development projects. Experience in facilitation and training, using hands-on participatory approaches. Training of Trainers experience desirable;
- Experience in curriculum development and writing of training materials;
- Fluency in use of digital field recording equipment, basic studio equipment and Adobe Audition editing software;
- Spoken and written English mandatory. Must be computer literate;
- Willingness to spend time in the field, with limited facilities, often under harsh conditions;
- Relevant academic qualifications;
- Must be self-reliant, resourceful, good problem-solver, good humored, and flexible.

Key Competencies:

The following competencies (behaviors and characteristics) have been identified as key to success in the job. Successful candidates are expected to demonstrate these competencies:

- **Analytical Thinking** – Able to simplify complex problems, processes or projects into component parts, explore and evaluate them systematically. Able to identify causal relationships, and construct frameworks for problem-solving and/or development;
- **Decision Making** – Is ready and able to take the initiative, originate action and be responsible for the consequences of the decision made;
- **Planning and Organization** – Is able to think ahead in order to establish an efficient and appropriate course of action for self and others. Prioritizes and plans activities taking into account all the relevant issues and factors such as deadlines, staffing and resources requirements;

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- **Resilience** – Can maintain personal effectiveness by managing own emotions in the face of pressure, setbacks or when dealing with provocative situations. Can demonstrate an approach to work that is characterized by commitment, motivation and energy;
- **Influencing and Persuading** – Ability to present sound and well-reasoned arguments to convince others. Can draw from a range of strategies to persuade people in a way that results in agreement or behavior change;
- **Communication** – The ability to get one's message understood clearly by adopting a range of styles, tools and techniques appropriate to the audience and the nature of the information;
- **Managing relationships** – Able to build and maintain effective working relationships with a range of people.

Familiarity with the BBC's Values and Editorial Policy is highly regarded.

If you are interested, and you think you meet the requirement above, please send your cover letter and update Cv as a one folder document to official BBC email address; bbc.ma.recruitment@gmail.com

Or you can hand deliver it to BBC Media Action Officer Located in Tong Ping near Immigration office same building with Vistas and opposite Hofana Supermarket.

Deadline is on Friday 5th January 2018.