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## South Sudan Program

### JOB OPPORTUNITY – Emergency Cholera Response Coordinator-(One Position)

Location      Aerial Based

#### Background:

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 as 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 community-based food and livelihood security through agriculture, health, peacebuilding, WASH, emergency relief, and savings and lending activities.

#### Job Summary:

As a field lead for the Emergency Cholera Response project team in Lakes state, you will facilitate the achievement of project objectives through coordinating and reporting on all project activities and providing technical guidance and advice to staff and implementing partner(s) advancing Catholic Relief Services' (CRS) work serving the poor and vulnerable. Your coordination and relationship management skills will ensure that the project for which you are responsible applies best practices and constantly works towards improving the impact of its benefits to those we serve.

#### Job Responsibilities:

- Organize and lead the implementation of all assigned project activities as outlined in the detailed implementation plan in line with CRS program quality principles and standards, donor requirements, and good practices.
- Ensure learning properly accompanies project activities throughout the project cycle. Support accountability through coordinating project evaluation activities and guiding project staff to reflect on project experiences. Analyze implementation challenges and report any inconsistencies and/or gaps to inform adjustments to plans and implementation schedules.
- Coordinate and oversee working relationships with all local project stakeholders and serve as the liaison between them and the project team to mobilize local actors and promote project activities and impact.
- Supervise and perform ad-hoc inspections of various processes and resources at project sites to ensure timely project activities implementation and adherence to established process standards and procedures. Ensure proper tracking of resource use for project activities through periodic budget reviews.
- Support and coordinate capacity building and technical support activities to ensure assigned project activities are implemented per project guidelines and standards.
- Coordinate provision of any logistical and administrative support to staff and partners.



- Ensure project documentation for assigned activities is complete with all required documents and is filed per agency and donor requirements. Assist with preparation of trends analysis reports and documentation of case studies and promising practices.

**Job Requirements:**

**Education and Experience**

- Bachelor’s degree required. Degree in Public Health, International Development, International Relations or relevant field would be a plus.
- Minimum of 4-5 years of field-based work experience in project support, ideally in the field of Cholera Response and for an NGO.
- Experience working with partners, participatory action planning and community engagement.
- Staff supervision experience a plus.
- Experience monitoring projects and collecting relevant data.
- Experience using MS Windows and MS Office packages (Excel, Word, PowerPoint).
- strong strategic, analytical and problem-solving skills, with ability to make sound judgment and decisions with limited or incomplete information and offer innovative solutions.
- Strong representation and relationship management abilities. Ability to relate to people at all levels internally and externally.
- Ability to work long hours in a fast-paced environment and juggle multiple priorities.
- Able to live in an environment where everyday comforts are not readily available.
- Ability to function well in a stressful environment, stay focused, and maintain sufficient work life balance with limited options for downtime activity.
- Proactive, resourceful, solutions-oriented and results-oriented.
- Fluency of the local language of the duty station as well as proficiency in English (excellent in writing, listening and speaking English).

**Travel Required**

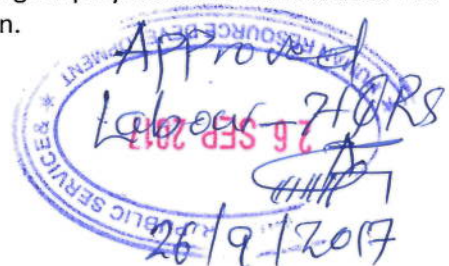
Frequent travel up to 50% of the time to Yirol East and various field locations within Awerial county.

**Application Submission:**

Interested Candidates should submit a **Non-refundable** application letter and CV together with the names of three professional referees not later than **October 12<sup>th</sup>, 2017**. Only short-listed candidates will be contacted.

Address your application letter and CV to. Human Resources Department, Catholic Relief Services –South Sudan program, Juba or Awerial Office By E-mail: [southsudanvacancies@crs.org](mailto:southsudanvacancies@crs.org)

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### South Sudan Program

#### JOB OPPORTUNITY – Emergency Cholera Response MEAL Assistant-(One Position)

**Location:** Aerial Based

#### Background:

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 as 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 community-based food and livelihood security through agriculture, health, peacebuilding, WASH, emergency relief, and savings and lending activities.

#### Job Summary:

You will provide service in the day-to-day delivery of responsive, effective and efficient project MEAL activities in support of the Catholic Relief Services' (CRS) mission to serve the poor and vulnerable. You will provide consistent and high-quality service and contribute to the proper stewardship of project resources to help ensure operational effectiveness in support of high-quality programming.

#### Job Responsibilities:

- Support the monitoring and evaluation of project activities at the field level, ensuring implementation schedules are met as per the detailed activity plan, and that adherence to systems for quality project implementation are strengthened.
- Coordinate communication and facilitate information sharing among the project team, implementing partners, and project beneficiaries at the community level to ensure strong accountability and feedback mechanisms to strengthen the community interest, involvement and support networks.
- Liaise with various community stakeholders and mobilize them to ensure full involvement of community leaders, community representatives, and local government representatives in the overall implementation and improvement of project activities.
- In coordination with the project team support capacity building events for community representatives.
- Coordinate, monitor, and report on volunteer activities.
- Compile and analyze data provided at the community level as per project requirements and contribute to the preparation of reports.

#### Job Requirements:

##### Education and Experience





- High School diploma required. Bachelor's degree would be a plus.
- 1-2 years of work or volunteer experience in MEAL position. Experience with a local or international NGO is a plus.
- Experience in MS Office package (Excel, Word, PowerPoint, Visio) and information management systems. Proficient in Word.
- Good time management skills with ability to work on multiple tasks
- Good interpersonal skills and the ability to interact effectively with diverse
- Proactive, resourceful, solutions oriented and results-oriented
- Fluency of the local language of the duty station as well as proficiency in English (excellent in writing, listening and speaking English).

#### **Travel Required**

Frequent movement (approximately 70%) to different field locations to verify the quality of work accomplished.

#### **Application Submission:**

Interested Candidates should submit a **Non-refundable** application letter and CV together with the names of three professional referees not later than **October 12<sup>th</sup>, 2017**. Only short-listed candidates will be contacted.

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### South Sudan Program

- **JOB OPORTUNITY – Emergency Cholera Response WASH Technician- (One Position)**

**Location** Aerial Based

- **Background:**

- 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 as 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 community-based food and livelihood security through agriculture, health, peacebuilding, WASH, emergency relief, and savings and lending activities.

- **Job Summary:**

- You will assist project implementation by working directly with local partners and community members on water and sanitation in support of Catholic Relief Services' (CRS) work to serve the poor and vulnerable. Your technical water and sanitation skills ensure that the local partners and communities benefit from the project that consistently applies best practices and continuously works towards improving its impact.

- **Job Responsibilities:**

- Support the coordination and monitoring of technical water and sanitation project activities at the field level, ensuring implementation schedules are met as per the detailed activity plan, and that adherence to systems for quality project implementation are strengthened.
- Support water quality assurance activities, including both microbiological tests on boreholes and free chlorine residual tests at the household level
- Coordinate communication and facilitate information sharing among the project team and project beneficiaries at the community level to strengthening the community interest, involvement and support networks in water and sanitation infrastructure.
- Liaise with various community stakeholders and mobilize them to ensure full involvement in the overall implementation and improvement of water and sanitation project activities.
- In coordination with the project team support capacity building events for community representatives to construct and care for water and sanitation infrastructure.
- Compile data provided at the community level on water and sanitation as per project requirements and contribute to the preparation of reports.



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- **Job Requirements:**
- **Education and Experience**
- College diploma would be a plus.
- At least 4 years of work or volunteer experience in water and sanitation masonry and construction.
- Practical experience in sanitation slab production, well platform construction and hand pump installations.
- Computer literate.
- Ability to communicate in English and local languages.
- Observation, active listening and analysis skills with ability to make sound judgment
- Good interpersonal skills and the ability to interact effectively with diverse groups
- Proactive, results-oriented and service-oriented
- Fluency of the local language of the duty station as well as proficiency in English (excellent in writing, listening and speaking English).
- **Travel Required**
- Frequent field movement to different targeted counties (Ayod, Duk and Twic East) to support the Emergency Cholera Response team in the rehabilitation of boreholes and training of Water Users' Committees (WUCs) and pump mechanics. It is estimated this position will be traveling 70% of the time
- **Application Submission:**
- Interested Candidates should submit a **Non-refundable** application letter and CV together with the names of three professional referees not later than **October 12<sup>th</sup>, 2017**. Only short-listed candidates will be contacted.
- Address your application letter and CV to: **Human Resource Department, Catholic Relief Services South Sudan program, Juba or awerial Office** By E-mail: [southsudanvacancies@crs.org](mailto:southsudanvacancies@crs.org)
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### JOB OPORTUNITY – Emergency Cholera Response WASH Officer- (One position)

**Location:** Awerial Based

#### Background:

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 as 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 community-based food and livelihood security through agriculture, health, peacebuilding, WASH, emergency relief, and savings and lending activities.

#### Job Summary:

As a member of the Emergency Cholera Response project team, you will manage, monitor and report on WASH-related project activities in Awerial county in support of Catholic Relief Services' (CRS) work serving the poor and vulnerable. Your thorough and service-oriented approach will ensure that the project consistently applies best practices and constantly works towards improving the impact of its benefits to those we serve.

#### Job Responsibilities:

- Support the coordination and implementation of all assigned project activities as outlined in the detailed implementation plan in line with CRS program quality principles and standards, donor requirements, and good practices.
- Monitor and report any challenges and/or gaps identified to inform adjustments to plans and implementation schedules. Assist partners in their efforts to reflect on project experiences.
- Support accountability through coordinating project evaluation activities and assisting partners in their efforts to collect and analyze project data per specified mechanisms and tools. Collaborate with local partner(s) to prepare reports per established reporting schedule.
- Collect information on staff capacity needs and technical assistance needs of partner organizations and monitor capacity building and technical support activities to ensure effective impact.
- Complete project documentation for assigned activities. Assist with identifying information for case studies and reports on promising practices.



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#### Job Requirements:

##### Education and Experience

- High School diploma required. Bachelor's degree preferred.
- Minimum of 4 years of work experience in project support. Experience in the field of WASH and for an NGO would be a plus.
- Additional education may substitute for some experience.
- Experience in participatory action planning and community engagement.
- Experience monitoring projects and collecting relevant data preferred.
- Experience using MS Windows and MS Office packages (Excel, Word, PowerPoint).
- Observation, active listening and analysis skills with ability to make sound judgment
- Good relationship management skills and the ability to work closely with local partners and community members
- Attention to details, accuracy and timeliness in executing assigned responsibilities
- Proactive, results-oriented and service-oriented
- Fluency of the local language of the duty station as well as proficiency in English (excellent in writing, listening and speaking English).

##### Travel Required

- Frequent field movement (approximately 50%) to different targeted bomas and payams in Awerial county to verify the quality of work accomplished and to closely follow up the proper implementation of the Emergency Cholera Response activities.

##### Application Submission:

Interested Candidates should submit a **Non-refundable** application letter and CV together with the names of three professional referees not later than **October 12<sup>th</sup>, 2017**. Only short-listed candidates will be contacted.

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### South Sudan Program

#### JOB OPPORTUNITY

**Position:** Emergency Cholera Response Community Mobilizers (Three Positions)

**Location:** Aerial Based

#### Background:

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 as 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 community-based food and livelihood security through agriculture, health, peacebuilding, WASH, emergency relief, and savings and lending activities.

#### Purpose of the Position.

As a member of the Emergency Cholera Response project team, you will assist project implementation by working directly with local partners and community members, coordinating various project activities and events in support of CRS' work to serve the poor and vulnerable. Your service and community relations skills ensure that the local partners and communities feed into and benefit from the project that consistently applies best practices and continuously works towards improving its impact.

#### Job Responsibilities:

- Support the coordination and monitoring of project activities at the field level, ensuring implementation schedules are met as per the detailed activity plan, and that adherence to systems for quality project implementation are strengthened.
- Coordinate communication and facilitate information sharing among the project team, implementing partners, and project beneficiaries at the community level to assist local partners in strengthening the community interest, involvement and support networks.
- Liaise with various community stakeholders and mobilize them to ensure full involvement of community leaders, community representatives, and local government representatives in the overall implementation and improvement of project activities.
- In coordination with the project team support capacity building events for community representatives.
- Coordinate, monitor, and report on volunteer activities.
- Compile data provided at the community level as per project requirements and contribute to the preparation of reports.

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**Job Requirements:**

**Education and Experience**

- High School diploma required. Bachelor's degree in health, social science, or related field a plus.
- 2 years of work or volunteer experience in community development and mobilization.
- Additional education may substitute for some experience.
- Experience in MS Office package (Excel, Word, PowerPoint) and information management systems. Proficient in Word.
- Experience with a local or international NGO a plus.
- Observation, active listening and analysis skills with ability to make sound judgment
- Good interpersonal skills and the ability to interact effectively with diverse groups
- Proactive, results-oriented and service-oriented
  
- Fluency of the local language of the duty station as well as proficiency in English (excellent in writing, listening and speaking English).

**Travel Required**

85% of travel to field locations in Awerial.

**Application Submission:**

Interested Candidates should submit a **Non-refundable** application letter and CV together with the names of three professional referees not later than **October 12<sup>th</sup>, 2017**. Only short-listed candidates will be contacted.

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### South Sudan Program

**JOB OPORTUNITY – Emergency Cholera Response Community Mobilizer–(2positions).**

**Location: Yirol Based**

#### **Background**

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 as partner's 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.

#### **PURPOSE OF THE POSITION:**

As a member of the Emergency Cholera Response project team, you will assist project implementation by working directly with local partners and community members, coordinating various project activities and events in support of CRS' work to serve the poor and vulnerable. Your service and community relations skills ensure that the local partners and communities feed into and benefit from the project that consistently applies best practices and continuously works towards improving its impact.

#### **Job Responsibilities:**

- Support the coordination and monitoring of project activities at the field level, ensuring implementation schedules are met as per the detailed activity plan, and that adherence to systems for quality project implementation are strengthened.
- Coordinate communication and facilitate information sharing among the project team, implementing partners, and project beneficiaries at the community level to assist local partners in strengthening the community interest, involvement and support networks.
- Liaise with various community stakeholders and mobilize them to ensure full involvement of community leaders, community representatives, and local government representatives in the overall implementation and improvement of project activities.
- In coordination with the project team support capacity building events for community representatives.
- Coordinate, monitor, and report on volunteer activities.
- Compile data provided at the community level as per project requirements and contribute to the preparation of reports.



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## Job Requirements

### Education and Experience

- High School diploma required. Bachelor's degree in health, social science, or related field a plus.
- 2 years of work or volunteer experience in community development and mobilization.
- Additional education may substitute for some experience.
- Experience in MS Office package (Excel, Word, PowerPoint) and information management systems. Proficient in Word.
- Experience with a local or international NGO a plus.
- Fluency of the local language of the duty station as well as proficiency in English (excellent in writing, listening and speaking English).

### Travel Required

85% of travel to field locations in Yirol East and surrounding areas.

### Application Submission:

Interested Candidates should submit a **Non-refundable** application letter and CV together with the names of three professional referees not later than **October 12<sup>th</sup>, 2017**. Only short-listed candidates will be contacted.

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