



External/Internal Advert

Oxfam GB is an international non-governmental organisation with a mission of working with others to alleviate poverty, suffering and distress. Oxfam GB has been working in South Sudan since 1983. Oxfam GB concentrates on three primary sectors - Public Health, Livelihoods and Coordination of Emergency Preparedness and Response, underpinned by crosscutting activities within peace building and Gender. Oxfam GB carries out programmes in these three sectors in two ways – through long term presence, working through partners/community and rapid hit and run emergency programmes.

Position: PHP Assistant

Location: Juba

Grade & Level: E Zone 1

Contract Type: Fixed Term

No. Of post: 2

KEY RESPONSIBILITIES:

Assessment and Programme Design

- With supervision, collect and record basic needs assessment data from communities
- Discuss and orientate community action plans in order to assist in the development and implementation of PHP activities

Accountability

- Facilitate community discussion and take action based on feedback

Programme Implementation and Monitoring:

- Mobilise communities and promote engagement of community members in all stages of project delivery
- Accompany the work of Community Hygiene Promoters
- Ensure effective two way communication between communities and Project Staff
- With supervision, collect and record basic monitoring data from programme beneficiaries
- With supervision, collect data for PDM
- Contribute to the weekly PH team review and planning meetings
- Reflect on programme experience to contribute to PHP WASH learning review

Management skills

- Accompany and monitor the work of community structures e.g. community mobilizers, WASH committees, community hygiene promoters (CHP), water point attendants and volunteers.

Logistics

- Work with community stakeholders to plan and implement Water Commodity Vouchers distribution
- With support of the PHPO plan distributions and share quantities required with

logistics

Internal Coordination

- Coordinate activities with colleagues in other sectors e.g. PHE, protection and gender to ensure coherent approach to beneficiaries.
- Coordination of field teams to ensure coherent and consistent programming.
- Communicate with PHE team

External Coordination

- Coordinate with local actors to ensure effective delivery of project's activities
- With supervision, collect and report community level programme information for submission to coordination mechanisms.
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SKILLS AND COMPETENCE:

- University degree/experience in either public health, or hygiene promotion, community development, education, community water supply and sanitation. Academic or professional qualifications are essential.
- Extensive experience may substitute for specific qualifications but not vice versa.
- Leadership and team player
- Demonstrates creativity in seeking better ways to do things and shares with team, and promotes high standards.
- Anticipates problems and regularly provides solutions.
- Understanding of development and relief issues and practise in a particular specialism.
- Demonstrates developed communications skills.
- Good written and spoken English is a plus
- Spoken Arabic is essential
- Excellent knowledge of area of work and increasingly contribute to team planning.
- Proactively assumes more responsibility and/or more difficult areas of work in agreement with manager.

NB: This position is open to south Sudanese Nationals Only, and female candidates are strongly encouraged to apply.

Only short listed candidate will be contacted.

Deadline for submission of applications is on 20th September 2017. Interested Applicants should drop hard copies of their CVs to Oxfam Office in Juba or send soft copies of their CVs to sdjobs@oxfam.org.uk