



**CATHOLIC RELIEF SERVICES SOUTH SUDAN PROGRAM  
(RFSP)**

**CRS JOB ADVERTISEMENT**



**Job Title** DRR/FFA Program Officer (1 position)  
**Department:** Program  
**Band:** N/A  
**Reports To:** DRR Team Leader  
**Country/Location:** Duk

Catholic Relief Services is a global non-governmental Christian humanitarian and development organization with a special focus serving the needs of disadvantaged populations to ensure that the dignity of the human person is maintained regardless of race, religion, gender or colour.

Catholic Relief Service (CRS) South Sudan program is implementing the **Resilience and Food Security Program (RFSP)** Bor, Uror (Yuai), Pibor, Duk and Twic East in Jonglei State.

**Job Summary:**

The DRR/FFA Program Officer will contribute to the implementation of Resilience and Food Security Program (RFSP); disaster risk reduction (DRR), resilience and Food for Asset – FFA activities by working directly with community members, local partners, established community structures including the CMDRR committees by providing technical guidance and support to the participants of FFA activity. She/he will be responsible for planning conditional and unconditional food intervention activities in the assigned location as agreed with the direct line supervisor. She/he should use service and community relation skills to ensure local partners and communities feed into and directly benefit from project inputs and outputs. She/he will consistently apply best practices and continuously work towards improving program results and impact.

**Job Responsibilities:**

- Facilitate consultation meeting with the community and the local authority, develop plans and facilitate implementation of both conditional food intervention through FFA modalities, and unconditional food intervention activities.
- Engage and sensitize community leaders, CMDRR committees and beneficiaries and other stakeholders on CMDRR process and FFA implementation strategy.
- Work with the county level government staff, other sector staff and communities to develop an implementation plan at community and county levels.
- Ensure that the DRR/ FFA activities are implemented according to design, quality standards and schedule through planning and close monitoring of the implementation process.
- Collect data on monthly basis to update Indicator Performance Tracking Table (IPTT) for DRR and resilience activities and prepare weekly and monthly reports.



- In collaboration with food distribution team, ensure follow up on registration, verification of beneficiaries and distribution of food entitlements to FFA project participants.

**Scope: N/A**

**Typical Background, Experience & Requirements:**

**Education and Experience**

- Diploma or bachelor's degree from a recognized university in; Disaster management, Development studies, Food security and livelihoods; agricultural economics or any other related fields.
- Knowledge of and experience with Disaster Risk Reduction (DRR) approaches, participatory approaches in community development and Food for Asset implementation strategies.
- 3 years' experience working with NGOs in development and food security related field.
- Computer literacy (MS Office and email/internet).
- Prior work experience in conflict-affected areas.

**Personal Skills**

- Analysis and problem-solving skills with ability to make sound judgment
- Good relationship management skills and the ability to work closely with team members, local partners and the community.
- Willing and able to work in a remote field location with minimum or no recreational facilities usually with harsh living conditions.
- Proactive, results-oriented and service-oriented
- Attention to details, accuracy and timeliness in executing assigned responsibilities
- Knowledge of local language

**Travel Required**

- When need arise

**Key Working Relationships:**

**Supervisory:** None

**Internal:** Bor POCU DRR team, DRR Team Leader and Field Area Coordinator

**External:** Local authority and beneficiaries

**Agency-wide Competencies (for all CRS Staff):**

*These are rooted in the mission, values, and guiding principles of CRS and used by each staff member to fulfill his or her responsibilities and achieve the desired results.*

- Serves with Integrity
- Models Stewardship
- Cultivates Constructive Relationships

**Disclaimer:** This job description is not an exhaustive list of the skill, effort, duties, and responsibilities associated with the position.



**Application submission:**

Interested candidates should submit a **Non-refundable** application letters and CVs, to the undersigned not later than **February 20, 2019, 5:00PM**. Only short-listed candidates will be contacted.

**Human Resources Manager**

Catholic Relief Services

South Sudan program, Bor (drop at any CRS Office)

OR

By E-mail

**Deng.John@crs.org** (Human Resource Manager)

Catholic Relief Services- Jonglei State

Bor Office

Or

**Peter.Awan@crs.org** (Deputy Human Resource Manager)

CRS South Sudan Program is an equal-opportunity employer. In making employment decisions, it does not discriminate on the basis of gender, ethnicity, religion or political affiliation.

