

CARE INTERNATIONAL SOUTH SUDAN

Project Manager– JOB REF: SUD/EX/

CARE South Sudan is an International NGO working in South Sudan. CARE and its partners work with vulnerable communities to address the underlying causes of poverty and promote peace and development, through its strategic goal to reduce poverty by empowering women, enhancing access to resources and services, and improving governance.

CARE South Sudan is looking for suitable candidate to fill the position of Project Manager, to be based in Torit (2 Position).

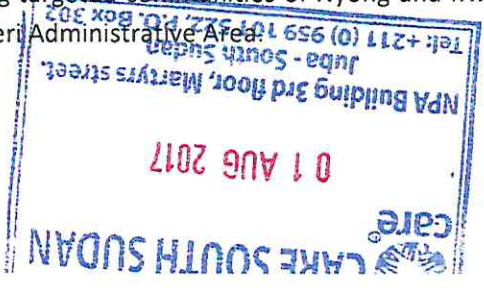
JOB SUMMARY

CARE's programming in Imotong State is aimed at supporting communities in an effort to make a significant contribution to food security and livelihoods. To achieve this CARE is implementing the: Enhancing Food Security and Livelihoods Coping Mechanisms Project supporting the conflict Affected Communities in Imotong State.

The goal of the project is to improve the resilience capacity of food insecure and conflict affected communities of Torit County and Pageri Administrative Area of Imotong State, South Sudan. The project is funded by the Swiss Embassy in South Sudan/ Swiss Development Cooperation. The project period runs June 2017 to May 2018.

Project Objectives

- Improving food security for vulnerable households through innovative crop production diversification and community structures.
- Strengthen the resilience of conflict affected communities of Nyong and Ifwotu Payams of Torit County and Nimule and Mugali Payams of Pageri Administrative Area, through sustainable livelihoods and income generation opportunities.
- Enhance community capacities and contribute to sustainable livelihoods through peace building, environment protection and GBV prevention among targeted communities of Nyong and Ifwotu Payams of Torit County and Nimule and Mugali Payams of Pageri Administrative Area.



Job Summary

The position shall directly oversee direct project implementation and contribute 100% to the overall achievement of the Swiss Embassy Funded Project main goal and objectives. The project goal is to improve the resilience capacity of food insecure and conflict affected communities of Torit County and Pageri Administrative Area of Imotong State, South Sudan.

Reporting to the Food Security and Livelihoods Coordinator in Juba, the Project Manager is responsible for ensuring successful field level planning, implementation, monitoring and evaluation of the project. Specifically focusing on the key thematic areas of the project which include: crop production diversification, sustainable income generation opportunities like VSLAs and cash for work as well as peace building, environment protection and GBV prevention. Other key responsibilities of this position include: supervising designated direct-report project staff, administering and controlling project financial resources, general project administration and maintaining coordination and liaison with stakeholders.

Scope of Tasks

The incumbent will be responsible for the following results. Including but not limited to:

Oversee project implementation and project staff management to ensure successful accomplishment of goals and objectives.

- Manage overall implementation and coordination of the SDC Grant and ensure effective integration with the ongoing Food security and livelihoods projects being implemented in Torit.
- Prepare and implement key project implementation tools to ensure successful and timely project implementation. These include but are not limited to: Project Monitoring and Evaluation plan, Project work plan on quarterly and monthly basis, project reporting and progress tracking framework, project procurement plan, this shall involve coordinating the procurement of project inputs and tools as per plan in the project proposal and ensure cost effectiveness in the procurement process.
- Ensure that the project is implemented under the guidance of the project proposal and the needs and capacity of the participating communities in the target areas.
- Monitor project budget burn rates and ensure over and under expenditures are well monitored and corrective action taken. Review monthly expense reports prepared by the finance department, provide feedback and develop action points aimed at addressing performance issues captured. As required, prepare cash projections on a quarterly basis for attention of FSL Projects Coordinator and Finance team to support in disbursement of funds
- Upon delegation represent the project and the organisation at stakeholder forums/meetings (government, other INGOs, Donors) and ensure that these are well informed of project activities including staffing, choice of project areas as well as expected project outcomes.



- Provide technical and budgetary information as expected and contribute to writing of funding proposals and donor reports
- Perform HR related tasks for direct reports. This includes preparing quality mid-term and annual appraisals for project staff ensuring: Manage staff leave, and ensure leave is well planned in advance: Identify training needs for staff and coordinate with other key staff to address staff development

Lead the technical implementation of the project in line with the approved proposal and donor contract.

- Champion the technical implementation of the project in line with the key project thematic areas specifically focusing on: crop and vegetable production, farmer association development and farmer group demonstration/ learning centers, the GBV, peace building and DRR thematic components of the project. This also involves seeds and tools distributions as well as distribution of any other relevant materials aimed at serving the targeted vulnerable communities. This also involves planning and implementing transparent and timely distribution, conducting of post distribution monitoring and general activity reporting.
- Lead teams proactively to plan and implement cash for work activities, formation and supervision of saving groups. This also includes but is not limited to development of implementation plans, in-depth community and local leadership mobilization, transparent beneficiary selection and registration, transparent implementation of the earmarked activities, conducting of post distribution monitoring and general activity reporting.
- Spearhead implementation of GBV prevention and case management activities. This will include proactive engagement of other stakeholders like relevant ministries, health services providers as well as other stakeholders in line of the referral path ways. The incumbent will also spearhead GBV prevention campaigns and awareness creation and sensitization campaigns
- Lead and implement any other technical aspects that include Peace building and working through community structures, implementing community based DRR interventions as stipulated in the project.

Work closely with the M&E department and participate in the development and implementation of an effective M & E system to track/ capture project activities and indicators at all levels

- Spearhead the development and implementation of the project Program Quality and Learning Processes and Systems. This will include design and implementation of a simple but effective monitoring and evaluation system, organize and lead project baseline survey and other studies final evaluation, design project progress monitoring tools at program and community levels.
- Compile and analyze project progress reports and submit to the FSL Manager before final submission to external stakeholders.
- Develop detailed work plans and activity budgets, to guide activity implementation and share reports to be able to demonstrate evidence of services delivery/ results against aspects of the program targets as per log frame.
- Carrying out technical reviews of partners for quality assurance according to the agreed Program Quality & Learning schedule;



- Ensure that the project staff effectively monitor activities and prepares reports in a timely manner to track the progress of the interventions.
- Spearhead generation of donor reports as per donor guidelines and requirements in a timely manner.
- Participate in field visits to targeted communities to observe, monitor and provide feedback on the effectiveness of project interventions.

Qualifications and Competencies

- University Degree in Agriculture or related with minimum of 3 years working experience.
- A minimum of 3 years of professional experience on integrated emergency, relief and development projects. Demonstrated success in accomplishing results for projects within set timelines

Decision Making Authority

- Upon delegated authority

4 Key Relationships

4.1 Internal Contacts

- Overall reports to Food Security and Livelihoods Coordinator in Juba
- Collaborates with Peer Sub Office staff both Program and Support teams

4.2 External Contacts

- Local and community level authorities, community based volunteers, relevant UN agencies

4.3 Direct Reports

- Relevant Project Officers



HOW TO APPLY

The positions will be based in Torit, The position is ONLY open to South Sudanese Nationals.

Closing date for receiving application will be 21st August 2017

Applications and CVs should be Hand delivered to:
CARE South Sudan Office,
NPA Building, 3rd Floor, Martyrs Street.
Juba, South Sudan



CARE is an Equal Opportunity Employer, promoting gender, equity and diversity and women candidates are strongly encouraged to apply.

