

JOB OPENING

War Child Holland has been working with Children and communities in Southern/South Sudan for 17 years since 1998, and established a South Sudan Country Office upon independence in 2011. War Child's Child protection, psychosocial support and education activities in South Sudan focus on supporting the resilience of children and those responsible for their care during and after conflict and reinforcing community-based child protection mechanisms aimed at preventing rights violations, with the active and meaningful participation of children. In recent years, War Child has implemented various child protection and education projects which included (a) establishing child friendly and safe learning spaces (b) Supporting youth and families in improving their livelihood and income-generating potential through capacity building activities; (c) increasing access to education, particularly the participation of girls by addressing barriers to education and promoting behavioral change amongst families and communities; and (d) supporting teacher training and development through a tablet-based learning methodology. As of June 2017, War Child's geographical scope includes former Upper Nile, Central Equatoria and Jonglei States

War Child Holland's programme in South Sudan is anchored on a rights-based and community development approach, War Child Holland utilizes participatory methodologies with the overarching goal of empowering communities and individuals as 'change agents' capitalizing on their own inherent capacity and strength.

Job opening	Programme Implementation Manager {PIM}
Position open for:	South Sudanese Nationals only
Advertisement date:	16 th Oct, 2017
Duty Station:	Juba, with regular travels to field locations
Reports to	Country Director
# needed	01
Duration of contract	One year
Closing date:	3 rd Nov, 2017

General Purpose of the role

The Programme Implementation Manager makes sure programs and projects are effectively implemented and monitored. The role includes managing, capacity building/and supporting of the implementation teams and local partners. Maintaining effective relationships with donors is important.

Position in the organization

The Programme Implementation Manager reports to the Country Director and is part of the Country Management Team.

Essential functional relations are with the Regional Programme Manager and Technical Advisors (CP, PSS, Education Advisors based in Head Office), Country Director Finance and Human Resources Manager, Logistics and Security Manager and HR Advisor.

Result Areas

1. Programme Implementation Management

- Oversees the effective implementation of all projects in South Sudan except those that have a significant research component or are pilot projects.
- Ensures that project implementation complies with donor requirements including budget management, financial control, accountability standards, reporting through regular (ideally monthly) reviews of project reports-both narrative and financial, regular progress meetings with Project Coordinators/ Teams (face to face and /or virtual/electronic), and timely troubleshooting of emerging issues.
- Participates in the design of project proposals with particular responsibility for proposing optimal staffing levels and positions needed plus project implementation processes, systems, procedures and tools.

Approved 16 OCT 2017
 16/10/2017
 Relief & Rehabilitation Commission (RRC)

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- Oversees and supports project managers and coordinators in finalizing MOUs and any other project implementation documents with CBOs and /or other national and local partners.
- Organizes a project start up workshop, making sure that all key internal and external project staff attend so that accountabilities, roles and responsibilities are understood by all the project team.
- Develops appropriate communication procedures and tools for information exchange and experience sharing within projects and between project teams.
- Oversees monitoring of projects and makes sure that when the need for adjustments is identified, that these are incorporated into the implementation of the project with minimum disruption.
- Keeps the Regional Programme Manager and other members of the Country Management Team well informed about the progress of project implementation including emerging problems or risks.
- Prepares donor reports, in close collaboration with project managers and /or coordinators according to the required schedule and responds to any additional information needs of the donors.
- Ensures that lessons-learnt are captured and shared with project implementation partners, including CBOs, government agencies, and the Country Management Team for future programme and project design.
- Supports the RPM/PDM and the CD in the preparation of the Country Strategy, the AP and the 3M, 6M, 9M and 12M reports.

Result: *projects are successfully implemented as per the project design plus any adjustments that are required as a result of project monitoring.*

2. Management of staff

- Effectively manages the performance of all Project Managers and Coordinators including appraisals and feedback.
- Ensures Job Descriptions are up to date and implementation staff understand their roles, responsibilities and accountabilities.
- Ensures optimal staffing for each project.
- Ensure that staff of all projects work together with a sense of common purpose, well-being and good team spirit that they identify and take up opportunities for synergy and for supporting each other.
- Support each project manager/coordinator to create a plan for building the competencies of their project team during the implementation of the project.
- Manage project managers/coordinators by guiding, coaching, instructing and providing them with opportunities for creativity and initiative.
- Support project managers/coordinators to create structured learning pathways to develop their competencies so they can effectively contribute to the achievement of War Child's goals and objectives while also contributing to their own professional and personal development.

Result: *project implementation staff are highly motivated and thereby effective in facilitating project implementation. They frequently demonstrate creativity and initiative.*

3. Capacity building of staff and local partners

- Responsible for supporting the development of competencies and capacity of project implementation staff and local partners in collaboration with the HR Department and the Technical Specialists.

Result: *CBOs and national NGOs have the necessary knowledge, skills attitudes, behaviors and capacity to effectively implement projects according to acceptable standards of quality in RSS.*

4. Fund-raising/resource mobilization

- In close collaboration with the CD and the RPM/PDM, contributes to the development of a resource mobilization strategy (an integral part of the Country Strategy), and oversees its implementation.
- Contributes to the development of concept notes and project proposals
- Supports the RPM/PDM and CD in developing and maintaining donor relations with special attention to ensuring projects comply with donor requirements, especially donor reporting and that all donor requests for information are addressed on a timely basis.

Result: *War Child South Sudan has funding and other resources needed to implement its projects and that War Child South Sudan has a reputation with donors for high quality project management.*

5. Maintain network of contacts/representation

- Ensure productive relationships with government, voluntary agencies, the UN, donors and local partners are developed and maintained; regular reports that meet or exceed requirements are submitted.
- War Child is represented in relevant meetings/coordination platforms

Result: *War Child is a well-connected and well-respected organization amongst the members of the humanitarian and development community in South Sudan, the Government of South Sudan, as well as important non-state actors in the Country.*

6. Child Protection concerns are raised and addressed according to international and internal standards.

- Reports any child protection concern identified within the organization at all levels to the Child Safety focal point, in full confidentiality and best interest of the child.
- Consults with the CP specialist on child protection concerns identified from project staff.
- Ensures all staff under supervision have read, understood and signed the Child safety policy and code of conduct, and is aware of terms and conditions, in coordination with HR and the CP specialist.
- Provides support to staff on identifying and reporting child protection concerns, both inside and outside the organization, in coordination with the CP specialist.
- Ensure staff receives regular child protection sessions, in coordination with the CP specialist
- Promotes a culture of openness and transparency among staff in discussing child protection concerns through regular meetings and maintaining confidentiality.
- Ensures that partnership agreements include clear commitment to respond to child protection concerns, through signing a child protection policy and regular trainings and coaching
- Ensures that child safety is applied throughout project management cycle, including procurement, communication and finance.

Requirements

- **Education Qualifications.**
- Minimum of Bachelor's degree from a recognized university or college in Social Sciences, Community Development, Child rights, Social Works or related field
- Masters in a related field is an added advantage.
- **Work Experience**
- A minimum of 3-4 years of relevant working experience in Project Implementation and people management with (I) NGO in an international/humanitarian context or in the Public Sector with related field.
- Knowledge of Child Protection/Psychosocial Support Programming

- Knowledge of participatory planning and project management
- Experience in managing budgets
- Knowledge and experience of finance management
- Experience working with local partners and communities
- **Competencies required**
- Skills in facilitation learning
- Good communication and interpersonal skills including the ability to communicate on sensitive issues
- Strong writing skills and decision making ability
- English fluency required; knowledge of Arabic preferred
- Ability to meet deadlines and work under stress and minimum supervision
- Flexibility, reliability and trustworthiness
- Ability to effectively present information and respond appropriately to questions
- Affinity with WCH principles

Commitment to the vision and goals of War Child Holland in South Sudan including adherence to the Child Safety Policy, is essential.

Note: Female candidates with the right expertise are preferred and highly encouraged to apply.

How to apply:

Application letters along with an updated CVs with details of three most recent referees, copies of certificates and National ID addressed to the Human Resource Department and be delivered to **War Child Holland Office-in TongPing, Juba; opposite Turkish Embassy**, you can also drop by email to info.ssdco@warchild.nl . The position "**Programme Implementation Manager**" must be clearly indicated in your subject line of email or on the envelope

Please note that any application letter received is not returnable and War Child Holland is not obliged to give feedback/notices to none shortlisted applicants.

War Child Holland South Sudan values your applications, however, only shortlisted candidates will be contacted.

Approved

RRC / Juba

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