



## JOB OPENING

### Network of Aids Service organisation for South Sudan (NASOSS) Coordinator - Juba Based.

Job Title: NASOSS- Coordinator

Reports to: Board Chairperson

Duty Station: Juba South Sudan.

Action Africa Help International (AAH-I), is an international non-profit making agency that implements humanitarian relief, recovery and development projects in Africa, seeks a qualified candidate for the position of (NASOSS) Coordinator for its program in Juba-South Sudan. He/she will work under the overall leadership of Board Chairperson.

#### **Job Summary:**

The coordinator will be the Head of NASOSS Secretariat. S/he will work towards achieving the Network's Objectives. NASOSS Secretariat will coordinate the Network activities with member Organizations and supports the Member Organizations in provide in-house capacity building, advocate for relevant policies, and support resource mobilization for the national HIV and AIDS response for enhanced quality service delivery to the communities of South Sudan.

#### **Summary of Duties & Responsibilities**

##### **(a) Leadership and Management**

- Provide leadership to the management team at the secretariat which is in charge of the day to day running of the organizations secretariat.
- Provide direction and leadership in the implementation of the strategic goals and objectives of NASOSS and achievement of its mission.
- Proactively identify and engage strategic partners for NASOSS both in South Sudan and Outside
- Working with the Board of Directors, lead efforts in resource mobilization to support the implementation of strategic and operational plan of NASOSS
- Lead implementation of the Network activities as per work plan. This includes engagement with NASOSS members implementing certain activities of the Network
- Manage the NASOSS budget and ensure efficient management of resources while ensuring compliance with NASOSS and donors rules and regulations

- Advocate for support for community responses and systems strengthening
- Identify priority actions to be achieved by the membership in order to meaningfully contribute to the goals of the national HIV response as defined in the NSP 2017/18 – 2021/22

### **(b) Coordination, Strategic Engagement and Representation**

- Establish and maintain effective networking and engagement linkages between NASOSS and relevant donors, Civil Society Alliances and Networks at national, regional and global levels.
- Ensure that NASOSS is effectively represented at local, national, regional and international forums for experience sharing learning and advocacy to further the goals of NASOSS.
- Identify relevant strategic partners for that NASOSS should engage with to further its goals and mission.
- Identify common areas of interest between the NASOSS and other members' Networks and forge relationships for joint undertakings
- Strengthen the design and implementation of interventions that will enhance collaboration and learning between CSOs, government agencies and other development partners

### **(C) Monitoring and Evaluation**

- Lead monitoring of all activities of the NASOSS as per work plan
- Ensure quality narrative and financial donor and institutional reports are prepared and submitted in a timely manner
- In consultation with the board compile and disseminate periodic progress updates, researches, case studies and other reports to the Government and other relevant stakeholders
- Conduct and update mapping of the CSOs involved in HIV/AIDS activities
- Develop a community based data collection tools that feed into the state and national M & E and HMIS system
- Perform other duties as may be assigned by the board

### **Person specifications**

- Bachelor's degree in Social Sciences, Education, Public Health, Agriculture/ Home Economics, any other Health Related Sciences. Master's degree in the same fields, public policy or related field is desirable.
- Over 5 year's work experience with at least 3 years in advocacy. Experience in managing multi- partner projects is an added advantage
- **Skills and Competence:**
- Ability to manage a multiple donor requirements
- Ability and willing to manage a complex relationship between NASOSS members, board and secretariat
- Must have outstanding oral and written communications and relationship skills
- Demonstrate high level of integrity
- Have experience of working with multi-stakeholder platforms
- Have the ability to lead strategic planning, results-based management and reporting

**Application Instructions**

Interested candidates should email application letters and CVs (with 3 referees) addressed to [recruitss@actionafricahelp.org](mailto:recruitss@actionafricahelp.org) to be received by **July 25<sup>th</sup>, 2018** the email Subject Line must show the job title of the position and Location. AAH-I is an equal-opportunity employer. Only shortlisted candidates will be conducted.

Note: **This position is open for South Sudanese Nationals Only.**