

## JOB VACANCY

### Programme Manager

Concordis International (Concordis) is looking for an experienced, dynamic and innovative peacebuilding practitioner to fill the position of Programme Manager. The position requires diplomacy, impartiality and integrity and the ability to work with various stakeholders and on complex issues involving multiple layers of interests. The position is for a professional with strong peace building, partnership working, and programme/project management experience who is looking for a challenging and exciting career development opportunity.

#### Application process:

Interested candidates should submit an application, including the following:

- A cover letter, addressed to HR Focal Point, explaining their interest and suitability for the job.
- Curriculum Vitae/Resume.
- The names and contact details of three professional references.

Applications may be submitted in hard copy (delivered to Concordis' office Country Office in Juba Raha Camp in Juba Town) or in soft copy by e-mail to [southsudanhr@concordis.international](mailto:southsudanhr@concordis.international)

Applications shall be received by **5:00PM on 10 February 2017**. Applications submitted after this deadline will not be considered. Only shortlisted candidates will be contacted.

Position Title	Programme Manager
Reports to	Deputy Country Director
Responsible for	Liaison Officers, Programme Officers and Consultants
Duty station	Juba, with frequent travel to the field
Eligible candidates	South Sudanese
Post Date	27 January 2017
Deadline for applications	10 Feb, 2017
Duty Station	Juba, with 50% of time in various field locations
About Concordis	Concordis is a UK-based non-profit INGO (International Non-Governmental Organisation) working in various parts of Africa through local national staff and local partners.

Concordis' mission (<http://concordis.international/?s=mission>) is to work impartially alongside those involved in or affected by conflict, so that through dialogue they may build relationships of mutual trust and together develop and implement policies that improve human security and lay firm foundations for lasting peace.

Concordis' Work in South Sudan	Concordis has been promoting peaceful co-existence between Sudanese nomadic pastoralists and farmers/host communities in South Sudan since 2010. The programme focused on working with communities so that they can appreciate and promote their mutual social and economic interdependence.
--------------------------------	--

The objectives of Concordis' programming are achieved through research, conflict analyses, the organisation and facilitation of structured

dialogues, brokering of community agreements, establishment of and provision of support to peace committees, training in conflict resolution (particularly to peace committees and also to wider communities at Concordis' events), monitoring of and support to the implementation of community agreements, community agreement reviews, support for cross-border conflict resolution initiatives and the development of regulatory frameworks for managing cross-border relations.

In addition to its work in the South Sudan/Sudan border regions, in 2015/16 Concordis implemented a conflict resolution project in the South Sudan/Uganda border areas of Kajo-Keji/Moyo following the eruption of violent conflict in this border region in Sept 2014. The project aimed to foster good neighbourliness and mutual interdependence between the two communities.

At present, Concordis is working alongside the Ngok Dinka of Abyei and their neighbours the Misseriya to foster good neighbourliness, economic interdependence and social cohesion in the Abyei area.

## Role and Purpose

**Role and Purpose:** The main purpose of the Programme Manager's role is to strategically guide and lead Concordis' peacebuilding programming in South Sudan and develop and nurture collaborative engagement in country with relevant actors engaged in similar work.

The Programme Manager shall ensure that programmatic decision making and interventions are grounded in solid conflict and context analyses, and a strong understanding of peacebuilding processes and community engagement. With overall responsibility for the management of the programme delivery team, the Programme Manager will be responsible for the design, implementation, monitoring and evaluation of peacebuilding interventions across Concordis' areas of operation.

## Duties and Responsibilities

As a member of the Leadership Team, the Programme Manager shall also be the focal point for advising decision makers at Concordis on broader developments in peace practice, good governance, stabilization and conflict prevention that impact South Sudan whilst ensuring that these considerations are factored into development of the country programme strategy.

### **Specific Duties and Responsibilities:**

#### *Program Development, Implementation and Quality*

- Oversee all peacebuilding projects and components to ensure the effective and efficient delivery and implementation of projects in line with Concordis' and donors' standards for programme quality.
- Ensure all Concordis' peace programmes integrate conflict and gender sensitivity into project management cycles and new interventions are premised on evidence and solid analysis and monitored accordingly.
- Support implementation of key peacebuilding research assignments.
- Proactively seek new business development in the area of peacebuilding, including cultivating relationships with donors, proposal writing, etc.
- Participate in Country Office and other strategic planning processes.
- Maintain up to date understanding and adherence to Concordis' policies and procedures amongst all programme staff.

### *Monitoring, Evaluation and Communications*

- Being responsible for the gathering and collation of data for monitoring and evaluation purposes and ensure that proper programme monitoring and evaluation systems are in place.
- Document and disseminate methodologies and results that can support Concordis' communications efforts and inform the wider Concordis stakeholders (such as evaluation documents, project briefings, consultant reports, workshop reports, etc.).
- Frequently visit field sites and support field staff with the facilitation of events and mentor staff to conduct monitoring visits, and undertake conflict analyses and assessments as required.
- Oversee the development and review of programme and project annual budgets, and oversee financial expenditures and reports.

### *Capacity Building and People Management*

- Identify training and mentoring support opportunities to strengthen the capacities of Concordis staff and partners to implement conflict sensitivity, peace building and other areas as required.
- Support training of staff and partners on peacebuilding practice and other relevant thematic issues.
- Provide proper supervision and management for all direct reports and oversee the establishment and functioning of strong and effective project delivery teams.
- Ensure the proper implementation of Concordis' performance management system for direct reports. In collaboration with the Line Manager, proactively address performance issues through regular, constructive and honest feedback and coaching and identifying necessary staff development opportunities for direct reports.
- Oversee the recruitment and orientation of new project staff.

### *Working with Local Authorities and Other Partners*

- Responsibility for liaising with state and local government authorities, project target groups and local partners to ensure acceptance and the effective delivery of Concordis' programming.
- Develop strong networks with international (UN, INGO, Donors) and national actors around key peace and conflict issues central to the Concordis South Sudan Programme. This includes developing mutually beneficial partnerships to maximize benefits to the target groups, and influencing strategies with international and national actors.

### *Other Duties*

- Perform other duties as directed by the Line Manager.
- Contribute to the development and implementation of Concordis' safety and security policy.

## **Profile of Candidate**

### *Professional Background and Skills*

#### ***Essential***

- At least 5 years' experience of working in conflict and post-conflict environments.
- Experience of leading peacebuilding initiatives in either management or advisory roles.

- Strong understanding of peacebuilding, governance, rule of law, and community engagement.
- Experience in use of conflict sensitive methodologies and risk analysis.
- Exceptional drafting, representation and communication skills in English.
- Demonstrated ability and experience to represent organizations in external forums.
- Experience of managing projects and budgets.
- People management skills.
- Experience in monitoring and evaluation of peace building projects.
- Computer literacy and proficiency in the use of core Microsoft applications.

***Desirable***

- Bachelor's degree, or higher, in International Relations, Social Sciences, International Development, Conflict and Peace Studies or any other relevant discipline.
- Knowledge of Arabic or any other major South Sudan language(s).

***Qualities***

- Self-driven individual with ability to work independently and under pressure.
- Strong teamwork spirit and ability to work across different cultures and viewpoints.
- Flexible and adaptable.
- Personal integrity and diplomacy.
- Willingness to endure harsh conditions in remote field sites.

***Disclaimer:*** *This job description summarizes the responsibilities assigned to the position; however it does not contain an all-inclusive list of responsibilities. Periodically, employee(s) will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.*

*Employment at Concordis is a voluntary "at will" relationship. Either Concordis or the employee may terminate the contract of employment by giving at least one month notice in writing prior to the effective date of the termination of the contract of service.*