



**World Relief**  
STAND/FOR THE VULNERABLE



### **Vacancy Announcement:**

World Relief is an International Non-Governmental Christian Humanitarian and Development Organization. The Organization has been providing humanitarian assistance to the vulnerable population of South Sudan since 1998.

World Relief South Sudan is looking for a suitable **South Sudanese National** to fill in the below position:

**Title:** Education Project Officer  
**Department:** Education  
**Supervisor:** Education Project Coordinator  
**Work Location:** Mvolo County

### **JOB SUMMARY (Overall Purpose):**

Education Project Officer will implement UNICEF funded projects and coordinate various education activities in Mvolo County in areas include teacher and management trainings, PTA training, Psychosocial support/life-skills, and Peace education. To provide support to the education projects with the aim of developing local capacity to sustain education programmes in the long term.

### **MAJOR DUTIES AND RESPONSIBILITIES:**

- Ensure effective implementation of UNICEF project activities according to the work plan approved by donors.
- Work closely with the Education Program Manager and Project Coordinator in implementing and developing all aspects of education project with focus on clarifying to the community the role and the responsibilities.
- Work closely with County Education Department and Ministry of General Education and Instruction in the implementation of education activities.
- Organize mentorship/coaching of teachers, trainings, and PTA and Management trainings and ensure participants are informed in advance.
- Work with the local education and related stakeholders at State, Payam and Community levels to ensure smooth planning, monitoring and follow-up of project activities.
- Conduct regular monitoring and assessment of project activities analyse project progress and achievements against objectives, indicators and propose necessary adjustments for improvement as well as ensuring corrective actions are taken.
- Ensure timely reporting of project activities and outcomes including qualitative and quantitative data.
- Contribute to programming designing, proposal development and donor reports.
- Provide technical inputs to local partners to ensure achievement of project objectives.
- Document project progress, outcomes and best practices for sharing and advocacy purposes.
- Promote and support the children's and community's active participation in the project design and activities.
- Contribute to raising the issues of education for disadvantage children, especially vulnerable children, at local and national level.

Closing date: 26<sup>th</sup> January 2018

- Maintain good relationship with partners at the payam level in order to advocate for the project activities.
- Create an enabling environment for children and communities to have a voice and opinion about education, supporting them to have voice at State and National debates.
- Actively participate for networking and experience sharing in internal and external inclusive education networking/working groups.

#### **Education & Experience:**

- Degree or diploma in Education, Humanities, English, or related field of studies, or an acceptable combination of education, training and experience.
- Minimum of three (3) years of related experience, including project financial management experience.
- Previous experience in supporting the Education in Emergencies projects in South Sudan. Knowledge and experience in Education Sector planning is a distinctive asset.
- Experience working with school-aged children and the general public
- Public speaking skills and experience working in group settings
- Experience working both independently and as an effective member of a team
- Strong communication skills
- Volunteer supervision or experience an asset
- Proficient with various computer applications, include MS Office, MS Word, Excel, PowerPoint etc.

#### **Applications Procedures:**

Applications desiring for this consideration should submit the following:

- Application letter, expressing your motivation for the position you are applying;
- Current CVs, copies of diplomas or certificates, including nationality certificates
- List of three former Supervisors who can serve as job references

Interested candidates should submit the above requirements to the HR & Administration Manager, World Relief email [WRSSrecruitment@wr.org](mailto:WRSSrecruitment@wr.org), or hand delivery to World Relief Office located at Hai Cinema not later than 26<sup>th</sup> January, 2018 at 5:00pm, include job title in the subject line of the email.

**Applications will be reviewed as they are being received and only the shortlisted candidates will be contacted.**



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