



Vacancy Announcement

WPE Manager



Job Title: WPE Manager	Duty Station: Juba POCs
Department: Women's Protection and Empowerment (WPE)	Section: WPE
Reports to: WPE Coordinator	
Responsible for: The Women's Protection and Empowerment (WPE) Manager is responsible for technical oversight, leadership and support of program staff and helping to increase the overall quality and effectiveness of gender-based violence (GBV) program activities in the Juba Protection of Civilians (POC) sites and ensure that all programming is implemented in line with IRC's GBV Emergency Response Model and global standards and practice. The WPE Manager will directly supervise the WPE Deputy Manager and work with a team of Response Officers, Prevention Officers, Case Workers and Community Workers to ensure provision/implementation of quality GBV response and prevention services.	
SPECIFIC RESPONSIBILITIES: Responsibilities of the WPE National Manager include but are not limited to the following: Program Management and Monitoring and Evaluation <ul style="list-style-type: none">• Provide technical guidance, oversight and support to WPE emergency interventions in the Juba POC sites to improve the provision of quality case management and psychosocial support services to meet the needs of women and girls in emergencies.• Develop/Lead trainings on GBV case management, guiding principles and survivor centred care, GBV emergency response and preparedness and Clinical Care for Sexual Assault Survivors for staff and partners.• Lead GBV assessments to identify patterns and risks of GBV and assess gaps to inform response.• Oversee the implementation of IRC's emergency programming in the Juba POC sites to ensure it meets GBV best practice and adapts IRC GBV Emergency Response model to the South Sudan context.• Ensure that ethical and GBV data collection and information management systems (GBVIMS) are in place and harmonized advocacy.• Lead in the development and implementation of quality psychosocial interventions at the safe spaces that promote coping, resilience and strengthen supportive networks among women and girls• Oversee the implementation of a robust Monitoring and Evaluation (M&E) systems are in place for all objectives, indicators and activities to demonstrate project impacts, targets met, and inform on-going project design and evidence-based programming.• Oversee program implementation through ongoing mentorship, monitoring and support to staff to achieve the quality GBV services in emergency and programing, support staff in the Juba POC sites to ensure quality of the program.• Assess gaps in GBV prevention and response services, make recommendations/suggestions for improvements to the supervisor and develop, in consultation with the team strategies to address the gaps Coordination, Representation and Advocacy <ul style="list-style-type: none">• Build and maintain relationships with partners, government institutions, other NGOs and UN agencies to strengthen effective GBV referral systems to ensure survivors access services in a timely and confidential manner and enhance multi-agency and multi-sectoral cooperation and coordination.• Coordinate and lead advocacy efforts with other actors and sectors, particularly Protection, WASH, Food and Nutrition, Shelter, Livelihoods, Health; and ensure specific measures are put in place to mitigate risks of GBV among women and girls by these sectors in line with the provision in the Inter-Agency Standing Committee Guideline for response and prevention of GBV in humanitarian settings.• Lead GBV Working group coordination meetings in the Juba POC sites.	



- Represent WPE program in the Juba POC sites coordination/ Working Group meetings, and in any other meetings that may be called from time to time requiring WPE participation. And is essential for advocacy

Staff development and management

- Directly supervise the WPE Deputy Manager, provide ongoing constructive feedback on performance and hold regular performance reviews.
- Mentor and build capacity of staff to appropriately implement and provide GBV services; including developing and implementing capacity building plan with staff based on identified training needs.
- Lead regular staff monthly meetings to discuss work plan, log frame and spending including monthly inventory and PR tracking with all staffs.
- Lead in the development of annual program work plans, spending and procurement plans and ensure implementation of work plans meets timelines of projects, correct coding of project activities, and staff time allocation.
- Develop and maintain open and professional relations with team members, promoting a strong team spirit and providing oversight and guidance to enable staff to successfully perform in their positions.
- Ensure training and ongoing capacity building opportunities for staff on technical and project management skills.

Grant Management/ Operation (Human Resources, Logistics & Finance)

- Lead in implementation and ensure adherence to grant work plans, spending plans and monitoring and evaluation plans.
- Oversee monthly BvA, submit monthly BvA correction request, include attend monthly BvA meeting.
- Ensure high-quality IRC and donor reports on activities, indicators, achievements and meet deadline.
- Develop and maintain effective and efficient oversight, support, quality control and reporting systems and processes with all staffs.
- Work closely with supply chain, procurement, transport and IT department to ensure smooth programming and adhere to IRC operation policy.
- Adhere specific Juba Standard Operating Procedure (SOP)
- Ensure that all relevant financial documentation is completed accurately as required by IRC finance policy and requirements.
- Ensure timely completion and submission of monthly timesheets, probation reviews and annual performance reviews.
- Lead in WPE staff recruitment, in coordination with Human Resource.
- Adherence to the IRC code of conduct (IRC Way) that ensures transparency, services and accountability to beneficiaries and reports any abuse of beneficiaries by other IRC staff, including sexual exploitation and abuse in accordance with the IRC reporting procedures.

Core Competencies

- High problem solving skill and conflict resolution.
- Prioritize work under pressure and in difficult setting.
- Positive and professional attitude
- Meet deadline and high flexibility of working hours.
- Maintain high communication among team and supervisor.
- Coordinate multiple tasks and maintain attention to details
- Other responsibilities as needed

The IRC and IRC workers must adhere to the values and principles outlined in *IRC Way - Standards for Professional Conduct*. These are Integrity, Service, and Accountability. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation

Qualifications, Skills and Experience:

Education:



- Diploma in Social Work/Social Sciences/Counseling/psychology/ health / Community development or other related field from a recognized institution preferred. Degree in similar fields would be an added advantage.

Skills and Experience:

- 2-3 years' experience in direct GBV program management or direct service provision to survivors of GBV with a recognized organization.
- Previous experience in project management in emergency setting is an added advantage.
- Previous experience supervising and managing staff. Demonstrated experience in capacity building and mentoring; including ability to lead, train, supervises, facilitates and motivates staff in their respective tasks in a professional, respectful and supportive manner.
- Excellent listening and observation skills, including ability to create trust, support, respect and interact with beneficiaries of all ages, background and diversity
- Knowledge, skills and experience in GBV interventions.
- Demonstrated leadership, communication, and facilitation skills.
- Proven experience in implementing GBV program in line with best practices, including designing /developing GBV training modules.
- Ability to write reports in English required
- Good coordination and networking skills.
- Excellent interpersonal, problem-solving skills and flexibility.
- Experience in grant management and proposal writing.
- Excellent computer skills: MS Word, Excel, Powerpoint and email.
- Fluency in English is required, and Arabic speaking is a plus.

The position is for: **South Sudanese national with all the national documents**

How to apply:

Interested applicants should submit a **CV with 3 references** and a copy of their **national ID and health certificate** to the **Juba IRC Head Office-Located in Goshen House 2nd floor -Human Resources** or you can e-mail applications to SS-HR@rescue.org not later than **27th August 2018**.

NOTE: Only short listed candidates will be contacted and attach photocopies only while original will be asked at the interview panel and all the photocopies will remain the property of IRC.

WOMEN ARE STRONGLY ENCOURAGED TO APPLY

