



BUILDING FLOURISHING COMMUNITIES



50.4.3
Approved
Mr. M.L.P. S. H. R. D.



Vacancy Notice

Programme Manager – Support to Change Agents (Civil Society) Based Juba

Introduction

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. We also stand for professionalism, expertise and solidarity across borders, to make a difference where it is most needed. Together with more than 600 partner organizations in Africa, Asia, the Middle East and Latin America we structurally improve the living conditions of the poorest and most excluded populations - the bottom billion.

Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity-building. Currently it has programs in the area of emergency response, DRR, health, food security, extractives, security & justice, women leadership and investments. Cordaid is active in seven States in South Sudan.

Presently, Cordaid is expanding its program in different parts of the country. For that purpose, additional technical capacity is required. Therefore, Cordaid would like to recruit a Programme Manager- Support to Change Agents (Civil Society) as detailed below,

Position Title	Programme Manager- Support to Change Agents (Civil Society)
Duty station	Juba
Reporting Line:	Country Director

Purpose of the position

The Programme Manager – Support to Change Agents (Civil Society) will lead the implementation of the programme activities in South Sudan and ensure that agreed programme objectives are met, activities are coordinated and integrated with other programmes, and accurate financial and activity reports are submitted to the CD and donors in a timely manner.

Programme implementation and management

1. Lead the implementation of the programme activities as per the approval project proposal
2. Develop the Annual Operational Plans as per the approved proposal, to guide and monitor the implementation.
3. Liaise with the Finance Controller and ensure sound budgeting and financial management
4. Ensure that due diligence is conducted for all partners, and actions developed and implemented to address identified capacity gaps that will impact implementation and reporting on planned activities and sound financial management
5. Liaise with the consortium members and implementing partners, ensure synergy and provide oversight of the implementation process.



6. Monitor the implementation of the programme and ensure that activities are carried out as planned, and proactively seek support for programme and operational challenges from the Senior Management Team (SMT) and /or the Programme Manager in Head Office.
7. Maintain effective coordination and communication with the SMT and the Head Office
8. Ensure timely and quality implementation of programme activities and reporting on programme activities
9. Liaise with other programme managers, build strong working relationships and seek synergy and complementarity with other programmes.

Core deliverables

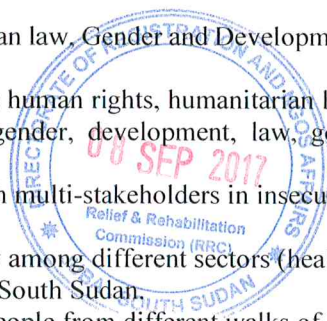
1. Identify and engage change agents from different sectors (health, education, entrepreneurs, etc) and different walks of life.
2. Build and provide technical support for effective advocacy to a network of change agents.
3. Contract implementing organizations from the locations where the change agents are from, whom can support the change agents on a daily-basis.
4. Carry out due diligence and need-assessments of civil society and build their capacity for effective programme delivery and advocacy.
5. Support to these change agents and the network with trainings (supported by technical staff in the Head Office) on (practical) human rights approaches and other relevant topics and skills (based on the need-assessments).
6. Assess proposals from the change agents to set up small human rights based initiatives.
7. Gather information to substantiate lobby and advocacy initiatives.
8. Gather and analyse data on lessons learned and facilitate a process on knowledge development and management.
9. Facilitate multi-stakeholder meetings, bringing together change agents and human rights experts.

Qualification and experience

1. A post-graduate degree in human rights, humanitarian law, Gender and Development or related social sciences
2. At least 5 years' progressive experience working in human rights, humanitarian law or related discipline. A bachelor degree in human rights, gender, development, law, governance or political science or related study.
3. Strong background in programme management with multi-stakeholders in insecure environment
4. Ability to establish a viable network of civil society among different sectors (health, education, business, legal, finance, etc) throughout South Sudan.
5. An effective communicator and can connect with people from different walks of life.
6. Has deep knowledge of human rights principles and provide practical and theoretical training to civil society.
7. Proven skills in mentoring, coaching and building the capacity of civil society.
8. A honest broker, able to overcome differences, choosing pragmatic solutions.
9. Able to communicate effectively in written and spoken English.
10. Proficient in working with Microsoft packages such as Word and Excel

Competencies

1. Integrity
2. Proven analytical skills,
3. Proven context/conflict sensitive and strategic.
4. Good verbal and written communication skills
5. Good networking skills



6. Organisational development skills and working with civil society
7. Results oriented
8. Ability to meet tight deadlines.
9. Pays attention to details
10. Good negotiation skills

Further information and how to apply

Interested and qualified applicants can submit their application letter including a CV in English, copies of birth certificate, National ID and qualification documents, both phone and email contact details of at least 4 professional references, including most recent/current employer/supervisor to the following email: hr.southsudan@cordaid.org

Mention the vacancy Position Clear on the subject line: - (e.g. **Programme Manager – Support to Change Agents (Civil Society) based in Juba**)

Applications can also be hand dropped at Cordaid main office in Juba located behind the Equatorial/UAP Tower, Just a few meters after the Strome Foundation.

Deadline for submission is before the **27th September, 2017 at 17:00hrs**

Cordaid is an equal opportunities employer and women are strongly encouraged to apply.

Only shortlisted candidates will be contacted.

All applications submitted cannot be returned

