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HelpAge

International

Date: 22nd FEBRUARY
March 2018



VACANCY ANNOUNCEMENT

HelpAge International is a global network of organisations promoting the right of all older people to lead dignified, healthy and secure lives. Since its establishment in 1983, HelpAge have grown steadily in size and influence. We now have over 100 Affiliates and many more partners in 65 countries across the world. Our role is to work with older women and men in low and middle-income countries for better services and policies, and for changes in the behaviors and attitudes of individuals and societies towards old age.

In South Sudan, HelpAge has over fifteen years of multi-sectorial programs tailored to address the specific needs of older people affected by civil wars. Currently the organization is running two integrated food security and livelihoods in Twic (former Warrap) and Agok (Abyei) in addition to protection project in UN House Protection of Civilian sites in Juba.

Vacancy: Food Security and Livelihood Coordinator
Duty Station: Juba but with regular travels to Twic (former Warrap) & Abyei
Start date: ASAP
Deadline: 16th March 2018 at 5:00 pm

JOB SUMMARY:

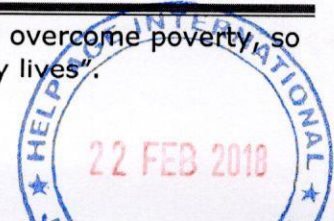
The Food Security & Livelihoods Coordinator's main responsibility is to coordinate and lead the implementation of HAI's FSL programme in South Sudan. This will be through designing interventions, overseeing programme implementation, managing and supporting teams on the ground, conducting training and capacity building of staff including in market assessment, and effectively engaging with relevant NGOs, UN and other agencies and clusters. S/he will improve FSL of older people and their families through application of range of appropriate approaches and livelihood options and design the programmes on sound and ongoing assessment and analysis of the markets and affected population's needs, vulnerabilities and capacities.

KEY DUTIES & RESPONSIBILITIES

Programme Development

1. Develop FSL programming guidance and support the field team with technical support.
2. Ensure that the FSL project integrates community approaches, resilience/ recovery/DRR, gender sensitivity and capacity building into all activities as appropriate.

"Helping older people claim their rights, challenge discrimination and overcome poverty, so that they can lead dignified, secure, active and healthy lives".



3. Conduct market assessments and livelihood options appraisals at the start of any new work, involving older people and building the local capacity of staff and other members.
4. Participate in overall strategic planning for the HAI South Sudan programme where needed
5. Ensuring close participation of older persons and relevant community organisations in design and development of programmes.
6. Development of close cooperation with the target groups and local authorities
7. Actively seek funding opportunities to implement programmes as informed by assessments.
8. Work with the Program Manager/Country Director in designing new proposals

Programme Management

1. Lead the implementation FSL project/s in line with existing HAI programming and operational policies and frameworks and donor regulations
2. Establish and maintain effective work plans, program reporting, monitoring and evaluation (lessons learned) systems for both internal and external use
3. Lead/ participate baseline/livelihoods assessments, and this should guide the development of measurable and achievable indicators that would be reflected in the design of the M&E framework.
4. As the overarching FSL budget holder, be accountable for all aspects of financial & resources management.
5. Design systems and ensure accountability, specifically to older people, local communities, Government, donors and other stakeholders.
6. Ensure that the beneficiary communities are participating as equal partners in the design, monitoring and evaluation of projects.
7. Ensuring that systems for monitoring project activities are developed and implemented
8. Preparation of required reports to the Country Director, donors, Government, as well as quality control of project specific reports produced by HAI's project personnel.

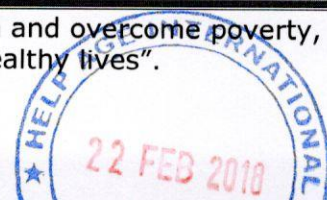
Personnel Management

1. Recruit, manage, train and build the capacity of staff as per programmatic/ operational needs and requirements. Draft or review the JD/ ToR of technical consultants where needed.
2. Ensure, in liaison with the Program Manager/Country Director, that team members operate in a secure environment and comply with security procedures and policies.
3. Ensuring optimal use of human resources, including promotion of team work and team spirit, securing adequate training of staff and promotion of talented staff

Representation and Advocacy

1. Develop and maintain positive working relationships with HelpAge staff, national and local authorities, international and national organisation, as well as technical focal points in food security & livelihoods. Coordinate all planned projects with the international community to ensure consistency with cluster priorities.
2. Use evidence and learning from FSL work to advocate for inclusion of older people in the livelihoods work of other organisations and for longer term social protection systems for the most vulnerable. This may include some training/ awareness building.
3. Representing HAI in relevant forums, e.g. Clusters, coordination structures with Government, donors and NGOs
4. Coordinating HAI programme activities with national authorities, UN agencies and other national and international agencies/organisations (4 W Matrix).

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5. Prepare communication materials (e.g. Blogs, photos, case studies, twitter feeds etc) and share with communication teams to profile HAI work in South Sudan, highlight need of older persons and learning from project implementation.

Knowledge and skills

- Degree in agriculture/sciences
- At least 2 to 3 years of experience in livelihoods and food security interventions.
- Experience of designing and starting up programs, conducting and leading baseline assessments
- Experience of recruiting and supervising teams, and a proven ability to provide support, guidance and training to local staff
- In-depth knowledge and experience of working with international donors

How to apply: Any interested applicants are required to submit hard copies of application letter, copies of academic certificates, updated CV and copy of nationality card to HelpAge office at **Concern Worldwide compound airport road opposite Ebony Bank** by **16th March 2018 at 5:00 pm**. Only South Sudanese will be considered for this position.

We appreciate your interest in working with us. However, only shortlisted candidates will be contacted.



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