



VACANCY ANNOUNCEMENT



Job Title	Project Officer-Business Development & Skills Building
Job Location	Maiwut County
Posting Date:	15th Dec 2017
Closing Date:	31st Dec 2017

General Description of the Program

GOAL has been working in Sudan since 1985 and first began implementing its integrated Primary Health Care (PHC) intervention in Twic County, South Sudan in 1998 where it supported 24 health facilities. GOAL began work in Abyei in 2003, and now supports health facilities from its base in Agok (37km south of Abyei town), and expanded programmes along the Sobat Corridor; Baliet and Ulang counties since 2007 and Maiwut in Upper Nile State since 2014, where it now supports the County Health Department (CHD) to manage all health facilities in the counties. GOAL's holistic approach to addressing the poor health status of these populations includes the provision of curative care, reproductive health (RH), nutrition and Water, Sanitation and Hygiene (WASH) services, with complementary livelihoods programming to tackle the root causes of poverty. In addition, in recent years GOAL has placed a particular focus on preventative medicine including community health promotion and behaviour change.

General Description of the Role

The primary role of the Project Officer (Business Development and Skills Building) is to provide technical and programmatic support for the planning, implementation, management, and monitoring of business related programme activities in the project locations including training to targeted beneficiaries, building and maintaining relationships with other NGOs in the area. In summary: the Project Officer – Business Development and Skills Building will work under the guidance of Project Manager and will ensure that the business development and skills building based interventions under the RECOVER Project are implemented on time, to a high quality, and per donor guidelines. This position will be field-based; with office time limited to monitoring reports and planning and will require extensive travel within the project locations.

Key Duties

Programme Planning:

- Review programme funding proposal and budget and prepare an annual programme implementation plan, broken down by month, with support from the Project Manager
- Prepare Purchase Request for inputs necessary to programme implementation, with support from the Field Operations Manager, and the Project Manager
- Carry out community awareness activities in preparation for beneficiary selection
- Manage beneficiary selection in cooperation with the local communities
- Conduct baseline data collection with all programme beneficiaries upon registration in the programme
- Conduct capacity needs assessments of the targeted beneficiaries
- Develop a targeted training agenda aimed at addressing identified gaps
- Work with Programme assistants to set quarterly work plans.

Programme Implementation:

- Deliver training and supervision of business development for traders, traders Association, Youth programmes, Women Action group, REFLECT, VSLA and IGA circles, as required;
- Ensure training is reinforced through individual beneficiary consultation sessions and through the provision of targeted advice
- Lead and coordinate community education campaigns in relevant areas
- Ensure community ownership of the project through active and effective participation, including auctioning beneficiary Feedback Complain, Response Mechanism throughout the project implementation process



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- Coordinate closely with other sectors, particularly nutrition, to ensure cross-sector integration of activities
- Prepare monthly budget requests for the coming month planned project activities;
- Submit detailed monthly project implementation plans that respond to the annual programme plan, noting delays and other challenges;
- Manage and ensure accountable documentation and reporting of receipt, storage, and distribution of all project inputs (vegetable seeds etc.)
- Ensure proper utilization of project resources through transparent management and reporting

Ensure detailed and timely monitoring and reporting:

- Ensure beneficiary baseline information collected upon registration is collected and entered into the appropriate database in a timely manner;
- Establish an appropriate monitoring system, in collaboration with the MEAL team;
- Prepare and submit in timely manner project's weekly and monthly progress reports
- Ensure regular monitoring visits are conducted and ensure data is recorded appropriately in the programme database;
- Actively contribute in the preparation of quarterly and final donor reports, as required;
- Provide training on monitoring tools and support project assistants in developing monitoring skills
- Document success stories from the project, with support from the Programme Support Officer.
- Keep up to date with all other business skills development interventions and services being delivered in the program location by other development and humanitarian players, and commercial enterprises and use this information to help select and design optimal solutions for business development and skills building based interventions.
- Overall day to day oversight and management of all business development and skills building activities implemented by the project including facilitating implementation and monitoring of agriculture based programmes.
- Communicate to supervisor of any bottlenecks that may impede the timely delivery of the business development and skills building based interventions to beneficiaries.

Coordination:

- Facilitate and support communication and discussions, and ensure an adequate level of coordination.
- Liaise closely with relevant government authorities, UN agencies and other NGOs engaged in agriculture based/ and other related interventions, keeping them informed of the RECOVER interventions for purposes of better coordination.
- Participate in local level dialogue with other stakeholders on business development and skills building and other related safety net programmes
- Periodically review the appropriateness for business development and skills building based responses in accordance with the project proposal
- Closely coordinate with the Programme Manager and the M&E Unit to ensure that relevant output and outcome indicators for business development and skills building based interventions are systematically being collected and analysed in a manner that will help the CO determine efficiency and effectiveness of their delivery.
- Undertake visits to view project sites and meet beneficiaries in order to ensure that progress is made in the achievement of project objectives
- Flag up to the supervisor any looming risks and participate in related risk management plans for agriculture/business development and Skills building based interventions.
- Ensure, in coordination with other operational units, adherence to all operational and reporting obligations as stipulated in the contracts

Perform any other responsibilities as necessary regarding the implementation of the Food Security & Livelihoods programme as required by GOAL South Sudan management

Required Qualifications and Experience



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- Education: University degree/or diploma in Economics, Agribusiness, Education or any other relevant field
- Experience in development projects and emergency assistance.
- Additional professional technical skills or training in Agriculture are desirable;
- 3-5 years relevant experience in implementing rural agricultural development projects, ideally with a focus on year-round vegetable cultivation
- Experience in Business Support, Skills building and Cash/Voucher based programmes will be an added advantage
- Excellent ability to monitor on-the-ground activities and integrate beneficiary feedback into programming;
- Demonstrated ability to facilitate training sessions;
- Computer literacy, especially in MS Word and Excel
- Demonstrated ability to compile high quality written reports;
- Demonstrated ability to work function in a multi-sector team and collaborate for improved programming (*e.g.*, cooperation with the nutrition team)
- Demonstrated ability to collaborate across organizations and build relationships with external stakeholders
- Able to represent GOAL South Sudan to government officials, and other stakeholders in a professional manner
- Excellent community relations skills; and excellent spoken and written local language and English language skills. Knowledge of Arabic will be an added advantage

Equal opportunities

GOAL practices and does not discriminate because of ethnic background, colour, age, disability, marital status, religion or gender and will practice positive gender employment as far as possible however female candidates are encouraged to apply.

Child protection

GOAL recognises the rights of all children within our care to be protected from harm in accordance with the United Nations Convention on the Rights of the Child (CRC). GOAL takes seriously its duty of care and it undertakes to create an organisation that is safe for children where all efforts are made to prevent abuse. GOAL sees the best interests of the child as paramount.

Applications should be addressed to the Human Resource Department, Goal South Sudan office Munuki, Juba or alternatively email your applications to goaljobs@ss.goal.ie before 31st December 2017. Please note that only shortlisted candidates will be contacted. Do not submit original documents at this stage of recruitment. This is a national position therefore ONLY South Sudanese are encouraged to apply.