



External Advert

Oxfam GB is an international non-governmental organisation with a mission of working with others to alleviate poverty and injustice. Oxfam GB has been working in South Sudan since 1983. Our Programmatic Strategy concentrates on Saving Lives, Resilient Livelihoods, Advancing Gender Justice and Good Governance and Active Citizenship through a full spectrum platform that includes humanitarian response, recovery and resilience, long term development and policy and advocacy. Oxfam currently operates via eleven area offices in nine former states (Upper Nile, Unity, Jonglei, Lakes, Eastern Equatoria, Central Equatoria, Western Equatoria and Western Bahr-el Ghazal, and Northern Bahr el Gazal.

Position: HARISS Governance Coordinator

Location: Juba

Grade & Level: C Zone 2

Contract Type: Fixed Term

No. Of post: 1

DIMENSIONS

- Overall management of a specific Programme and team. Develops and implements plans for a specific unit. Plans and manages unit resources.
- Shapes objectives of and support to a specific team within an agreed framework.
- Programme development of work that could be new to Oxfam
- Works as part of a management team within a larger Programme unit and provides strategic input.
- Representation in coordination meetings and significant external relationships / networking.
- Management tasks are complex and non-routine within a specialized unit/function.
- Requires the ability to analyse and communicate complex information to a wide audience.
- Decision-making requires significant levels of judgement based on technical and management experience and ongoing contextual and strategic Programme analysis.
- Proactive role in Programme development and implementation.
- Supports fundraising efforts and production of reports that demonstrate accountability.

KEY RESPONSIBILITIES:

Programme Management Unit membership

- Actively contribute to PMU meetings, in the design and implementation of the country strategy with particular input into country context analysis to ensure South Sudan change model is relevant.
- Under one Oxfam, work together with other affiliates and PMU members in development, alignment and integration of one governance Programme in Oxfam South Sudan
- Ensure governance technical support and assist in developing strategies and in all

other programme's such as livelihoods, resilience, and humanitarian in Oxfam South Sudan

- Proactively seek funding opportunities and take leadership in coordination and development of proposals and complex tendering/ consortium arrangements with support of fund raising teams
- Contribute to strategic decision making in the country Programme thorough analysis of the internal and external changes likely to impact of Oxfam work in South Sudan

NATIONAL SPOKE PERSON FOR GOVERNANCE WORK

- Acting as national spoke person to medias closely working with Policy and communication team, Humanitarian Programme Manager, country director and associate country director and ensure one Oxfam message to impact to our influencing work
- Dealing with respective ministers, MPs and media from national and sub- national governments to ensure they are aware of Oxfam' governance work in South Sudan, identifying possible and potential areas to work with and influencing their policies and practices by Oxfam works

GOVERNANCE PROGRAM MANAGEMENT AND LEADERSHIP

- Ensure the governance Programme development is underpinned by sound Political Economy Analysis and power analysis and work with technical consultants, governance advisors, and academic institutions to keep context analysis relevant
- Ensure effective implementation of existing governance projects and provide effective leadership and instruction to governance project staff in Juba and field bases.
- Take responsibility of overall governance project results, including reporting and applicable MEAL and finance oversight.
- Develop Governance Programme in line with the Country Strategy and in consultation with the Humanitarian Programme Manager. This includes Programme development work in new activities, sectors, areas and resources established against overall Programme goals and impact
- Build dynamic team spirit and culture with efficient and effective use of their knowledge, competencies and skills, ensure all POs are clear about their roles and responsibilities and receive necessary support to deliver quality Programme outcomes
- Ensure strong and strategic partnership relations with existing and new partners, ensuring mutual respect and building on strengths; ensure common approach and harmonize relationships with partners having contracts with more than one affiliate
- Close working with Oxfam policy and communication team and other expertise in joint analysis and seek technical policy support from partners to develop appropriate influencing strategies within their projects and networks
- Support civil society organization and strengthen their networking to work collectively influencing policy and practices at all level of respective governments through creating a space for engagement
- Local governments and general public aware of the roles of women decision making leadership and therefore promote and support to more women political leadership position from local to national levels
- Promote more women decision-making equality among partner organizations, CSOs and CBOs and ensure they in turn, mainstream gender justice in the programme's
- Oversee that all projects under governance Programme effectively put women rights at the heart of all our work
- Facilitate and support governance and women's rights interest based allies and

network with NGOs and CSOs targeting respective levels (Local-National)

MONITORING, EVALUATION, ACCOUNTABILITY AND LEARNING (MEAL)

- Oversight management of grants and contracts with partner organizations ensuring timely release of grant funds, financial monitoring of partner projects and internal budget monitoring that are in compliance with Oxfam's financial systems.
- Ensure that budgets are drawn up for all Programme activities, and that costs are kept within budgets, providing a monthly financial summary and quarterly analysis of trends.
- Provide regular, consistently high quality reports on the Programme and projects, ensuring that a strong emphasis on monitoring and evaluating impact is included in all work.
- Develop a funding plan consultation with Oxfam program quality team for the governance Programme to maximize potential funding opportunities. Ensure good quality reports for donors in line with donor requirements.
- Ensure effective and supportive monitoring and evaluation on partners and projects including financial and the quality results.

SKILLS AND COMPETENCE:

- Degree in relevant discipline, including humanitarian or development studies, project management, economics, political science, anthropology, agronomic/agriculture etc.
- Proven experience of effective organisation, organizational development and implementation of systemic approaches in challenging work environment
- At least 5 years' experience of project development and management.
- Proven Programme and project management skills including strategic planning, monitoring, evaluation, budgeting, proposal development and report preparation. Practical experience of ensuring accountability standards throughout the project lifecycle.
- Excellent understanding of community development processes, the civil society development and the governance approach.
- Experience/ability to plan and facilitate participatory workshops and provide coaching support
- Excellent people management skills, with a good understanding of team development and experience of staff management.
- Proven decision making capability, working with significant levels of autonomy
- Proven ability to work creatively, innovatively and effectively with limited direct supervision.
- Proven experience as a team worker and demonstrably co-operative with members of other teams.

THINKING AND UNDERSTANDING:

- Proven analytical skills and ability to think strategically for Programme design and to implement the approach.
- Knowledge and experience of promoting gender equity, and an active commitment to promoting the interests of marginalized people in all aspects of Programme work.

WORKING EFFECTIVELY WITH OTHERS:

- High level interpersonal and communications skills.
- Very good command of English language in word and script. Proven donor

- reporting skills distinct advantage
- Ability to influence and liaise effectively with key stakeholders.
 - Ability to represent the organization /the Programme in high profile environments (external and internal).

LEADING OTHERS:

- Proven evidence of leadership skills including challenging, motivating and developing a team through periods of Programme development and change.
- Ability to work with others to develop strategy into action and communicating and influencing this to a wider audience.

NB: This position is open to south Sudanese Nationals Only, and female candidates are strongly encouraged to apply.

Only Short listed candidates will be contacted. Deadline for submission of applications is 09 November 2017. Interested Applicants should send soft copies of their CVs and Cover letters to Hrsouthsudan@oxfam.org.uk or drop hard copies of their CVs to Oxfam Office in Juba opposite Dr. John Garang International School.

