



# ACTED

## JOB ADVERTISEMENT

### TERMS OF REFERENCE

#### Food Security and Livelihoods Technical Coordinator

**Position:** FSL Technical Coordinator (Re-Advertised)

**Vacancy:** 1 person

**Base:** Juba Coordination Office and travel to fields sides when need comes

**Duration:** 12month with Possibility of extension

**Date of Issue:** 06-Mar-2019

**Date of Closure:** 25-Mar-2019



#### JOB PURPOSE

The FSL Technical Coordinator is responsible for the provision of coordination and support as well as strategic planning and technical guidance on activities within the area of FSL. He/She plays a leading role in providing technical inputs to the FSL strategy and project development at the local and national level. Moreover, he/she supports the Project Teams in the planning, design, implementation, supervision, and potential expansion/development and administration of technical FSL interventions.

#### CHAIN OF COMMAND

Under the authority of:

- Country Director

Responsible for:

- Consultants (if any)

#### WORKING RELATIONS

Internal Relations:

- Deputy Country Director Field Operations and Project Implementation
- Area Coordinator
- Project Manager
- PD Department
- AMEU Department

External Relations:

- Donors related to the sector
- Relevant national and local stakeholders
- Relevant cluster and sector working groups

#### OBJECTIVES

1. To develop context specific and relevant FSL programming strategy and support the funding of its roll-out to sustainably raise ACTED's profile as a credible FSL actor in South Sudan.
2. To coordinate ACTED's FSL activities, provide technical support to FSL projects, define coherent FSL implementation modalities, tools and methodologies build the FSL capacity of staff.



## **DUTIES AND RESPONSIBILITIES**

### **1. External Positioning**

#### ***1.1. External Relations***

- a) Act as key ACTED representative on FSL in South Sudan
- b) Ensure external representation of ACTED in FSL sector, vis-à-vis country and local authorities, other project stakeholders, donors and partners
- c) Participate in and report (internally) on FSL technical and sectoral meetings, clusters and working groups involving all relevant stakeholders such as donors, NGOs, UN Agencies, inter-governmental institutions
- d) Ensure effective coordination and collaboration with key stakeholders and partners, i.e. NGOs, civil society organizations, community groups, and government counterparts who are working on FSL
- e) Identify opportunities to collaborate and coordinate efforts with other organizations to ensure our activities build upon - rather than replicate - the work of others.

#### ***1.2. Project Development***

- a) Collect and analyse primary and secondary data related to the FSL sector in South Sudan;
- b) Analyse the activities in the FSL sector and relevant stakeholders
- c) Identify the needs of the most vulnerable populations through regular visits and literature review, and through the design and implementation of relevant needs assessments in close collaboration with AMEU
- d) Lead FSL project conceptualization workshops
- e) Provide technical inputs into proposal design and ensure new or adapted projects for the FSL sector focus on maximizing efficiencies, impact and integrated approaches

### **2. Internal FSL Technical Support and Coordination**

#### ***2.1. Coordination***

- a) Support the development and maintenance of a coherent FSL strategy across ACTED's areas of intervention in South Sudan
- b) Promote harmonization of approaches and methodologies across the different FSL projects by developing and monitoring use of common tools, as well as creating opportunities for experience sharing and learning
- c) Brief Project Managers about main FSL issues and updating them on a regular basis.
- d) Organize internal FSL meetings on a monthly basis.

#### ***2.2. Technical Leadership***

- a) Define FSL project implementation modalities and methodologies (including, but not limited to technical specifications, identification and registration of beneficiaries, distribution and sensitization)
- b) Lead the development of all technical tools related to FSL projects (ToRs for consultants and evaluators, ad hoc reports, capitalization reports...);
- c) Analyse the appropriateness, adequacy and potential impact of all interventions in the FSL sector based on known contexts and needs
- d) Provide technical support to the Project Managers and other FSL staff to implement the ACTED FSL projects to a high quality standard;





- e) Liaise with FSL technical staff on a regular basis to ensure technical assistance is provided to projects when needed
- f) Disseminate tools, research, best practices and lessons learned internally and externally through publications, networks, working groups, events, and conferences.

### **2.3. Staff Capacity Building**

- a) Participate in the recruitment and training of FSL sector staff members
- b) In coordination with Project Managers identify individual training needs and ensure access to training and professional development opportunities appropriate to the skill gaps and needs
- c) Provide training to projects teams on ACTED activities and FSL best practices
- d) Develop training material for different trainings to share within the FSL project teams
- e) Develop capacity-building programmes for local actors (including partner NGOs and relevant local services providers) on FSL

### **KEY PERFORMANCE INDICATORS**

- % annual budget increase/decrease in the FSL sector as compared to previous year
- % success rate of FSL proposals
- Number of active strategic partnerships in the FSL sector and % change as compared to previous year
- Number of (elected) FSL positions in clusters, working groups, coordination mechanisms
- Number of technical documents (sector strategies, methodologies and approaches, tools) produced to support Project Managers in implementation of their projects
- Number of internal FSL meetings held
- Number of staff trained on FSL issues
- % of staff trained with improved capacity to implement FSL projects

### **Qualifications:**

A university degree in **Animal production/Veterinary Medicine/Agriculture**.

**At least 3 years of experience in implementing Animal Production/ Agronomy programs with a local or International NGO.**

Experience with capacity building and training of farmers / community members/ field workers.

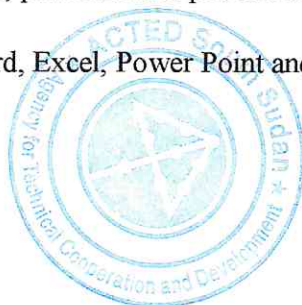
Basic awareness of logistics / financial procedures.

Ability to work independently and as part of a team, with strong interpersonal and communication skills is required and management experience.

Strong problem solving, analytical, reporting and communication skills

A demonstrated ability to multi-task, prioritize and process information into action.

Ability to work with Microsoft Word, Excel, Power Point and Outlook.



Fluency in English (Oral and Written) and Arabic language is an asset.

Knowledge for PMC and PMF will be added advantage.

**Submission of applications:**

Applications should be submitted in English together with a resume/CV, a cover letter, three referees and photocopies of the supporting documents.

**NOTE:** Materials are **not returnable** and **never** apply using your **original** documents. Only short listed candidates will be contacted. Indicate the post you are applying for on your envelope.

**PHYSICAL LOCATION:** ACTED main office is in Hai-cinema Behind Concert Hotel or Email [juba.hrofficer@acted.org](mailto:juba.hrofficer@acted.org)

