

Community Block Mobilizer AAH-I South Sudan

Work Location: Juba

About Action Africa Help International

AAH-I, an international non-profit making agency that implements humanitarian relief, recovery and development projects in Africa, seeks to qualified candidate for the position of Community Block Mobilizer to Creating awareness about the Public work Project through conducting of systematic participatory community mobilization activities. Conducting community stakeholder's consultative meetings to share and agree on criteria for selection of Public work activities and criteria for selection of beneficiaries Facilitating the formation of Quarter Council Development Committees (QCDCs), Quarter Council Appeal Committees (QCAC) and Community Supervision Teams (CSTs) Together with the QCDCs, QCACs, participate in the identification, registration, validation and selection of beneficiaries for the project. Organize selected beneficiaries in to manageable groups and provide a tailored training to Group leaders and CSTs on roles, responsibilities, work norms and tools management. Keep up to date beneficiary enrolment, attendance records, payment records, tools tracking and management records Timely preparation and distribution of master rolls to group leaders and Community Supervision teams with names of beneficiaries clearly printed Ensure timely onsite Calculation of beneficiary wages based on attendance and submit to Site accountant for onward processing of payments by contracted bank Provide regular supportive supervision, mentorship and onsite training to CSTs, QCDCs, site foremen and Group leaders on Master roll preparation, attendance/roll call, and tools management. Together with CSTs and QCACs ensure that all beneficiaries adhere to and respect the public work norms provided and agreed upon. Together with QCDCs track and report any complains/ grievances arising from the implementation of public work activities and channel to the grievances redress mechanism. Together with the CSTs conduct routine household visits to selected households to document success stories Prepare and submit weekly, monthly and quarterly activity reports and any other updates on implementation of public work activities to Project manager

Application Instructions

Interested candidates should email application letters and CVs (with 3 referees) addressed to recruitss@actionafricahelp.org to be received by May 10 2017 at 4:00 P.M The email Subject Line must show the job title of the position applied for AAHI is an equal-opportunity employer. Only shortlisted candidates will be conducted. South Sudanese Nationals are specifically encouraged to apply
