



South Sudan
Located at Goshen House 2nd Floor
Ministries Road Kololo, Juba
5th July 2019

VACANCY ANNOUNCEMENT

POSITION TITLE: GBV Project Coordinator (1 post)
DUTY STATION: Ulang –Upper Nile, Republic of South Sudan
REPORTS TO: GBV/Protection Coordinator
STATUS: Full Time
DURATION: Till 28th May 2020
START DATE: 1st August 2019

COUNTRY PROGRAM OVERVIEW

The overall objective of the ARC South Sudan program is to assist the South Sudanese to respond and react to community needs. To achieve this objective, ARC implements a multi-sectoral programs that includes Water and Sanitation, Nutrition, Gender Based Violence prevention and response activities. ARC is expanding its outreach mechanisms and introducing innovative new initiatives. ARC currently has program activities in Aweil, Kapoeta South, Kapoeta East, Ulang, Budi and Kajo-Keji counties.

PRIMARY PURPOSE OF THE POSITION

Under the direct supervision of GBV/Protection Coordinator, the Project Coordinator will be the overall focal person overseeing ARC activities in Ulang. The Project Coordinator will also be leading GBV prevention and response activities in Ulang, including technical oversight and support to GBV project staff. The position will be based in Ulang Upper Nile State, South Sudan.

MAJOR AREAS OF ACCOUNTABILITY PRIMARY DUTIES/RESPONSIBILITIES:

The responsibilities of the Project Coordinator will include but are not limited to the following:

1. Coordination

- Coordinate with other organizations, including local associations, to strengthen multi-sectoral services for survivors and to integrate GBV concerns into different sectors.
- Work with partners and community members to develop a GBV referral pathway for available services.
- Contribute to the positive image and overall credibility of the organization, notably through the application of the organization's Code of Conduct.
- Represent ARC in relevant coordination mechanisms and provide update on project activities as required.
- Collaborate with local authorities, government Ministries and other stakeholders and maintain good working relationships with other service providers.

2. Assessment and Program Planning

- Contribute to assessments, ensuring adherence to safety and ethical recommendations.
- Conduct regular safety audits and share results with partners.



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- Identify locations to establish safe spaces for women and girls, identify support structures to reinforce, and appropriate entry points for support services.
- Contribute to concepts or proposals as requested

3. Human Resources Management

- Identify, train, monitor and support program staff and volunteers.
- Develop support strategies for staff and introduce principles of self-care.
- Work closely with the HR personnel in the recruitment and orientation of local staffs.
- Lead in the performance appraisals for the GBV Project staffs in Ulang.

4. Program Implementation and Capacity Development

- Establish psychosocial support services for women and girls.
- Establish a case management system and provide regular support to case management processes.
- Establish referral pathways with community input.
- Establish safe information sharing procedures
- Train GBV staff and select community focal points to become activists of GBV prevention and response.
- Coordinate with health program to ensure appropriate GBV response services are in place. Provide recommendations, trainings as appropriate
- Organize information sharing campaigns to share key protection messages with communities
- Compile monthly and quarterly reports, on time and with accurate data
- Maintain flexibility to take on added responsibility as and when needed
- Prepare timely and concise donor reports as appropriate

5. Financial Management

- Develop work plans in line with financial BVAs
- Budget management and reviewing BVAs shared by finance and provide feedback
- Work with Finance and Logistics to plan and procure supplies within program budgets
- Ensure compliance with donor regulations

6. Security

- Ensure compliance with security protocols and policies
- Consider security implications of all program activities, reviewing all new initiatives with local staff and community leaders
- Provide security updates to the security officer as required

Any other duties as requested by the supervisor

EDUCATION, TECHNICAL SKILLS & KNOWLEDGE REQUIRED

[A]- QUALIFICATIONS, EXPERIENCE

- Advanced degree in Social Work, Public Health, International Development or other relevant field of study or equivalent experience
- Three years' experience in GBV program design and implementation
- Supervisory experience
- Familiarity with standards and guidelines for GBV programming and coordination as well as guidance on protection from SEA
- Familiarity with international humanitarian operations, coordination structures, and the mandates of donors, UN agencies, and other NGOs
- Ability to exercise sound judgment, to remain flexible to a changing environment, and to make decisions independently



- Ability to work well with a cross-cultural team
- Strong communication skills, both oral and written
- Strong English language skills
- Ability to effectively present information and respond appropriately to questions from senior managers in the field and HQ, counterparts, government representatives and others
- Ability to speak the local language is an added advantage

Qualities top candidates will possess

- Knowledge of and experience in working with and coordinating with international and national partner organizations
- Highly motivated hands-on self-starter, ability to work independently, open to constructive feedback and has ability to respond accordingly
- Demonstrated ability to work in a fast-paced environment with tight deadlines, effectively managing multiple priorities
- Flexibility and willingness to adjust to changing responsibilities or needs as they arise
- Willingness to frequently travel and live in remote and security difficult situation
- Additional qualities: ability to multitask, ability to handle pressure well, ability to improvise, flexibility, cultural and environmental sensitivity.
- Cultural and gender sensitivity essential

[B]- SKILLS AND BEHAVIOURS

Accountability:

- Holds self-accountable for making decisions, managing resources efficiently and play role modelling of ARC's values
- Sets ambitious and challenging goals for themselves and takes responsibility for their own personal development
- Future orientated, thinks strategically and on context analysis driven

Collaboration:

- Approachable, good listener, easy to talk to; builds and maintains effective relationships with colleagues, members and external partners and supporters
- Values diversity and different people's perspectives, able to work cross-culturally.

Creativity:

- Develops and encourages new and innovative solutions

Integrity:

- Honest, encourages openness and transparency, builds trust and confidence
- Displays consistent excellent judgement

HOW TO APPLY

Qualified and interested candidates should submit their applications which include the cover letter, together with an **updated CV with at least three professional referees** addressed to ARC South Sudan Office in Juba located at **Goshen House 2nd Floor Ministries Road Kololo**. Applications can also be submitted to the following email address: ssvacancies@arcrelief.org. Or Drop to ARC office in Ulang Office Upper Nile State.

Please note that ARC retains all applications and the files will not be returned to the applicants at the end of the recruitment process. Due to the urgency of the position, applications will be reviewed on regular basis hence these positions may be filled before the expiry date of the advert. Only shortlisted candidates will be contacted for an interview.

The Deadline for receiving applications is July 26, 2019 at 5:00 pm local time.

