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| Job Title: | Emergency Response Coordinator (ERC) |
| Job Location: | Lainya/Wonduruba |
| Reporting to: | Nutrition Coordinator |
| Starting Date: | 21 -06-2017 |
| Closing date: | 28-06-2017 |

General Description of the Role

The **Emergency Response Coordinator** will be primarily responsible for leading the technical Food Security and Livelihood program start up in Lainya/Wonduruba and on the event of a rapid or slow onset response to crises.

The Emergency Response coordinator is responsible for coordinating, consolidating, and ensuring smooth integration and implementation of FSL programme into Nutrition through support to the FSL Officer and Field teams and ensuring adherence to ACROSS and donor guidelines and standards.

The ERC is in charge of building the capacity of FSL Officer/field team and ACROSS internal and external representation and coordination. Depending on size and structure of the mission, the ERC reports to Health Manager

This will include assessments, design and delivery of Food Security and Livelihood/Nutrition interventions in full collaboration with Health and Nutrition technical advisors, Nutrition Coordinator and the Field team.

S/he will work directly with **FSL Officer, field teams, and other focal points in the CO** in areas such as program quality and accountability to ensure that the necessary normative, program and monitory systems and processes are developed and updated regularly.

In addition to initial program start up, the ERC will make recurrent visits to the field sites during rapid and slow onset emergency responses, in order to actively play a leadership role with technical field teams. S/he will ensure the highest standards, quality of service delivery inclusive of compliance with Sphere or other applicable standards.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Prepare order requests for inputs necessary to programme implementation, with support from the field logistics Officer, the Area Emergency Response Coordinator;
- 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;
- Ensure implementation plan and baseline data is shared with the field- and Juba-level teams;
- Conduct capacity needs assessments of the targeted beneficiaries with the field assistants;
- Develop a targeted training agenda aimed at addressing identified gaps;
- Work with the Emergency Response Coordinator and Field Assistants to set first quarter work plans.

Programme Implementation:

- Deliver training and supervision to food security and livelihood beneficiaries, as required;
- Line manage Field team and ensure diligent monitoring of beneficiaries;
- Ensure training is reinforced through individual beneficiary consultation sessions and through the provision of targeted advice;
- Ensure community ownership of the project through active and effective participation, including auctioning beneficiary feedback, throughout the project implementation process.
- 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 (seeds, agric tools etc.,);
- Ensure proper utilization of project resources through transparent management and reporting;
- Perform any other responsibilities as necessary regarding the implementation of the food security and livelihood programme as required by ACROSS South Sudan management.

- Provide briefings to relevant HQ departments on any key developments arising of a technical nature that requires attention/action;
- Actively participate in the cluster system at national level and at global level whenever required;
- Lead on engagement with emergency FSL/Nutrition forums and platforms;
- Present findings/seminal papers on ACROSS' emergency response at conferences/forums;
- Represent the organization's emergency response approach and capacity to donor agencies, partners, media, and other key stakeholders as required.

Human Resources Coordination and Capacity Building

- Participate in recruiting technical and program staff for ACROSS emergency response
- Participate in design and delivery of in-service training programs for technical and program staff
- Support direct supervisors in ensuring staff performance evaluations
- Perform other duties as assigned. The duties and responsibilities listed above are representative of the nature and level of work assigned and are not necessarily all inclusive.

SKILLS & REQUIREMENTS:

- Post-graduate **with degree in Agronomy, socio –economic, rural development, international development** along with a public health related qualification such as an MPH; or equivalent combination of Nutrition and experience;
- Minimum of **4 -5 years' experience** in leading on technical interventions in emergency and transitional contexts;
- Knowledge of, and field experience in, implementation of programmatic responses in line with international standards (SPHERE, MISP, IASC Guidelines, etc);
- Willingness to travel to field sites at least 20% of time, often with very short notice;

Updated knowledge of donor requirements and ability to write concepts/proposals is essential

I Dully Approved


