



Plan International
South Sudan
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PLAN INTERNATIONAL SOUTH SUDAN JOB ADVERTISEMENT

Plan International (PI), is an independent global child right organization – without religious, political or governmental affiliation that has been operating in South Sudan since 2006. Plan recognizes that the geographical context and recent history have left the communities of South Sudan highly vulnerable to emergencies from political and inter-ethnic conflicts, influx of returnees, food insecurity, long dry spells and floods. Cognizant of the need Plan is implementing emergency and recovery response in six states of South Sudan, namely Central Equatorial, Eastern Equatorial, Western Equatorial, Lakes, Upper Nile and Jonglei. Program includes food assistance, agricultural rehabilitation, Food Security and Livelihood, Education in Emergencies and Child Protection in Emergencies. Plan International also works with both International and Local partners.

In order to enhance its response program, Plan South Sudan is seeking to recruit a qualified South Sudanese for the position of “SOYEE & Livelihoods Project Officer – Based in Yei and Kajokeji - CES”.

No. of Vacancies – Two (2) Positions

Job Title:	Skills Opportunity for Youth Employment, Entrepreneurship and Livelihoods Officer
Grade:	C2
Tenure	12 Months (With Possibility of Extension)
Department	Programs
Reports to	Project Manager
Location	(1) Position in Yei and (1) Position in Kajo-Keji – EES

Purpose of the Role:

The SOYEE and Livelihoods officer will provide technical guidance and support to the project team in the project location; develop, implement, monitor and evaluate SOYEE and Livelihoods project activities in coordination with the Project Manager, M&E coordinator & SOYEE and Livelihoods Program Manager. He/She ensures that all work has a strong gender focus and that SOYEE interventions are linked into longer term programming in order to guarantee maximum impact in line with Plan International Global strategy. In addition, the post holder will play an integral role in coordination and contributes to new proposal development and building capacities of local staff/volunteers and partners through providing training, coaching and mentorship.



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Typical Responsibilities - Key results of Position:

Program Development

- Periodically review SOYEE and Livelihoods project intervention and achievement in the project location adjusting implementation plans accordingly in coordination with Project Manager and MEAL coordinator.
- Ensures that SOYEE and Livelihood project activities are implemented and executed timely and to ensure sustainability.
- Ensure integration of SOYEE and Livelihoods within other sectors or portfolios such as education, Gender, Nutrition and Food Security for greater impact.

Technical support and capacity Building

- Provide technical support to the field based SOYEE and Livelihoods teams, with a focus on the job mentoring and coaching and technical supervision.
- Capacity building of plan staff and volunteers on SOYEE and Livelihoods technical areas such as Village Savings & Loan Association (VSLA), Life skills, Technical Vocational Education & Training (TVET), financial inclusion and Agriculture.
- Development of training packages/materials and delivery of trainings, development of and monitoring of individual capacity building plans for each staff/volunteer.
- Work closely with the Project and SOYEE Program Manager to develop and ensure standardized SOYEE tools and promote use of standard resources (such as core humanitarian standards) to ensure quality project outcomes.

Monitoring and Evaluation

- Lead and participate in economic, SOYEE and livelihood assessments, updating current household surveys and economic assessments when required.
- Document success stories and lessons learnt to be used for developing future projects. 24 NOV 2022
- Works closely with the M&E Assistant/Coordinator to ensure community complaint and feedback on project activities is provided timely.
- Ensures that, SOYEE & Livelihood indicators are tracked and updated on monthly basis.

Representation

- Close collaboration with, representation and support to state Sub-National FSL cluster and other relevant coordination groups.
- Ensure Plan International South Sudan visibility at the county level through SOYEE and Livelihoods team.

Finance and Budget Management

- Prepares monthly cash forecasts and ensures SOYEE and Livelihood activities are implemented on time in close coordination with the team and Project Manager.

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- Raise Purchase Requests (PRs) for project supplies and activities and follow up with the logistics and procurement officer and ensure materials are received on time.
- Ensure that, planned activities are implemented within available budget and minimize under or over expenditure.
- Ensure cash advances are liquidated on time according to the set cash advance policy.

Reporting

- Ensure timely and quality preparation or review of SOYEE and Livelihoods narrative reports in close collaboration with SOYEE and Livelihoods team and Project Manager.

Safeguarding Commitments:

- Commit and contribute to an environment where children and adult program participants feel respected, supported, safe and protected;
- Never act or behave in a manner that results in violence including SHEA against a child, young person or adult or places them at risk of such violence;
- Be aware of and adhere to the provisions of the Safeguarding Policy, PSHEA Policy and COC of Plan International;
- Report and respond to safeguarding and SHEA concerns and breaches in line with the applicable procedures of Plan International;
- Maintain confidentiality of safeguarding and PSHEA concerns reported;
- Never participate in or support child marriages.

Dealing with Problems and working relationship

- The SOYEE and Livelihoods officer needs to have capacity to solve problems arising early enough before they escalate. All solved and unsolved problems should be shared with and reported to immediate Supervisor. In the day to day management of SOYEE and Livelihood activities, post holder should make decisions as appropriate to the context and are in accordance with Plan International mission and objectives.

Communications and Working Relationships:

Internal:

- Reports directly to the Project Manager
- Field Coordinator,
- SOYEE and Livelihoods Program Manager
- Markets Development Officer
- Agronomist.
- Project Accountant/Area Finance Manager.



External:

- UN partners; WFP, FAO, UNDP, UNICEF, OCHA
- National NGO
- International NGO
- Department of Agriculture, Forestry and Environment.
- FSL Cluster

Knowledge, Skills, and Values Required to Achieve Role's Objectives:

Knowledge;

Successful candidates will possess;

- College Degree in Agriculture, Economics, Food marketing, Development studies or related fields from a recognized University.
- At least 4-year experience working in the sector in complex emergencies.
- Good knowledge of Microsoft Excel and Microsoft Word and PowerPoint.

Skills

- Problem solving skills.
- Good team player.
- Good Interpersonal skills.
- Good negotiating, facilitating and influencing skills.
- Proficient computer skills.
- Good Capacity building skills.
- Good communication skills both oral and written.
- Good coordination skills.
- Ability to deliver to tight deadlines.



PLAN INTERNATIONAL'S VALUES IN PRACTICE

We are open and accountable

- Promotes a culture of openness and transparency, including with sponsors and donors.
- Holds self and others accountable to achieve the highest standards of integrity.
- Consistent and fair in the treatment of people.
- Open about mistakes and keen to learn from them.
- Accountable for ensuring we are a safe organization for all children, girls & young people

We strive for lasting impact

- Articulates a clear purpose for staff and sets high expectations.
- Creates a climate of continuous improvement, open to challenge and new ideas.

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- Focuses resources to drive change and maximize long-term impact, responsive to changed priorities or crises.
- Evidence-based and evaluates effectiveness.

We work well together

- Seeks constructive outcomes, listens to others, willing to compromise when appropriate.
- Builds constructive relationships across Plan International to support our shared goals.
- Develops trusting and 'win-win' relationships with funders, partners and communities.
- Engages and works well with others outside the organization to build a better world for girls and all children.

We are inclusive and empowering

- We empower our staff to give their best and develop their potential
- We respect all people, appreciate differences and challenge equality in our programs and our workplace
- We support children, girls and young people to increase their confidence and to change their own lives

Physical Environment

- Standard office environment with some exposure to heat, cold, dirt, noise and rainy weather conditions; dim or crowded surroundings, especially when in the field
- The post holder will be required to travel to the field very frequent

Level of Contact with Children:

- Low level of Contact with Children:

Inclusion and Diversity.

Plan International is an equal opportunity employer within the meaning of the relevant UN convention, Equality, diversity and inclusion is at the very heart of everything that Plan International stands for. Qualified Women and people with special needs are strongly encouraged to apply.

Employment of Relatives:

Plan International South Sudan is an equal opportunity employer. however, it discourages employment of relatives of staff members because of the conflict of interest associated with it. While trying to avoid such cases, applicants are required to declare in writing if they have any relatives working with Plan International South Sudan.



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Application Submission Guideline:

All applications marked on the right hand corner of the envelope or the subject line “**Application for the Position of “SOYEE & Livelihoods Project Officer – 1 Yei and 1 Kajokeji – CES ”**” should be addressed to:

**The HR & OD Business Partner
Plan International South Sudan
Juba, Hai Jerusalem.**

NB: All application should be hand delivered to Plan International Office in Yei and Keji or you can email your applications to hr.ss@plan-international.org.

The closing date for receipt of applications is before close of business on **Tuesday, 13th December 2022.**

Note: Applications submitted are non-returnable.

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