



**NORWEGIAN REFUGEE COUNCIL(NRC)-SOUTH SUDAN  
VACANCY ANNOUNCEMENT**

**Position:** LFS Assistant – Bor  
**Reports to:** LFS Coordinator  
**Supervision of:** N/A  
**Duty station:** Bor  
**Travel:** 10%  
**Project number:** SSFM2101  
**Duration and type of contract:** 8 Months (definite) with possible extension depend on funding

The Norwegian Refugee Council (NRC) is an independent humanitarian organisation. Our task is to improve international protection of refugees and internally displaced persons, and to offer emergency humanitarian assistance regardless of race, nationality or political views. Our efforts are founded on the principle that all human beings are entitled to a life in peace, liberty, safety and equality, as this is expressed in the Universal Declaration of Human Rights. NRC has been working in South Sudan since 2004. Our core competencies include Education, Shelter, WASH, Food Security & Livelihoods (FSL).

All NRC employees are expected to work in accordance with the organisation's core values: dedication, innovation, inclusivity and accountability. These attitudes and beliefs shall guide our actions and relationships.

Being an employee of the Norwegian Refugee Council (NRC) in South Sudan, the LFS Assistant is expected to represent NRC in a responsible manner and always act in accordance with NRC's Code of Conduct.

### 1. Role and responsibilities

The purpose of the assistant position is to assist in the day to day implementation of the FSL programme at in Bor South.

#### Generic responsibilities

These responsibilities shall be the same for all positions with the same title. The responsibilities shall be short and essential. Details belong in the Work- and Professional Development Plan.

- Adhere to NRC policies, tools, handbooks and guidelines
- Assist with the implementation of the programme portfolio according to plan of action
- Prepare and develop status reports as required by management
- Ensure proper filing of documents
- Promote and share ideas for improvement of the programme function

#### Specific responsibilities

These responsibilities shall be adapted to the particularities of the job location and context, phase of operation, strategic focus and type of programme intervention. This section shall be revised whenever a new employee is hired or the context changes significantly.

- Conduct grass root (payams & boma level) beneficiaries' mobilization and registration in Bor South,
- Conduct Input distribution to registered beneficiaries (crop seeds, vegetables seeds, watering cans fishing kits and other farming inputs in Bor South
- Support in establishment of demonstrations plots for training on good agronomic practices
- Participate in developing farmers training program as directed by the supervisor



- Facilitate formation and strengthening of small holder agriculture producers in groups and trained them on improved agriculture practices(technologies), group dynamic and enterprise development
- Facilitate and gather information on market systems, market analysis and mapping in the county,
- Facilitate and strengthen income generating activities(IGA) of target groups at the Payam level
- Contribute in preparation of training content and materials
- Take lead in beneficiaries training on the various trainings topics under implementation
- Conduct field data collection for baseline survey and evaluation, Post Distribution Monitoring (PDM), Pre and Post-harvest assessment,
- Give extension and other advisory services to farmer in county, payam boma and village level,
- Any other duties identified by supervisor.

### **QUALIFICATIONS/ EXPERIENCE / SKILLS / PERSONAL QUALITIES**

#### **Generic professional competencies:**

- Experience from working as a Project Assistant in FSL programmes in humanitarian/recovery context and in context of Jonglei,
- Previous experience from working in complex and volatile contexts
- Documented results related to the position's responsibilities
- Some knowledge of English and local languages

#### **Context/ Specific skills, knowledge and experience:**

- Must have Diploma or bachelor in general or agronomy,
- Knowledge of the context in South Sudan
- Knowledge in Community Mobilization or related field.
- Knowledge of the Local language an advantage

**Note: All applicants must have a valid South Sudanese Nationality Certificate and Passport**

#### **Application Procedure:**

- The applicant must provide a detailed CV as well as an application letter with an explanation as to why he/she would like to work for NRC, and why you believe you are the best candidate for this position. Contact details including phone numbers and address plus three references (one of these should be your current or most recent employer) are essential.
- Please do not submit original certificates. Submitted application documents will NOT be returned.
- Applications must be submitted no later than on the **12<sup>th</sup> March 2021** on line or by email to [SS.job@nrc.no](mailto:SS.job@nrc.no) or in an enclosed envelope clearly marked "Application for: Position of LFS Assistant to NRC offices in these locations:
  - Human Resource Office in Juba
  - Admin and Human Resource Office in Akobo, Bor, Twic East, Duk and Alek

**Only short-listed candidates will be contacted, by e-mail or by phone.**

**THE POSITION IS OPEN FOR SOUTH SUDANESE NATIONALS ONLY, WOMEN ARE STRONGLY ENCOURAGED TO APPLY**