



CONCERN
worldwide

VANCANCY ANNOUCEMENT

FLOOD RESILIENCE COMMUNITY FACILITATORS-NYAMLEL (4)

Concern South Sudan is an international humanitarian NGO working in South Sudan since 1998. It is dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world's poorest countries through the provision of Health & Nutrition, Shelter, WASH and Livelihood activities in the three States of South Sudan

Concern South Sudan is looking for a suitable candidate to fill the position of **Community Facilitator** to be based in Nyamlel, Lol State.

Job Purpose:

The Community Facilitators (Enumerators), under the supervision of Flood Resilience Coordinator, will be responsible for data collection including conducting interviews and leading discussions with key participants during data collections sessions using flood resilience measurement tools. The successful candidates will play a critical role in the mobilization of participants prior to data collection exercises encompassing households' interviews, focus group discussion and key informant interviews. The community facilitators will ensure that physical and social distance is maintained and that all precautionary measures are in place to minimize risk of COVID-19 transmission during focus group discussion or individual interviews

Main Duties & Responsibilities:

Planning and implementation

The post holder will be responsible and directly involved in all planning activities related to data collection as follows:

- Ensure that mobilization of all sample participants is properly carried out before any study or data collection.
- With support from the Advocacy Officer, the post holder will ensure the local authorities and prominent community leaders are informed on any study or data collection exercise ahead of time.
- Attend all relevant technical trainings on data collection, entry and presentation and complete all required trainings on flood resilience measurements tools and devices.
- The post-holder will ensure that data collection devices (DDG Tablets/or Smart Phones) are strictly used for the purpose of data collection and not for any other business.
- Facilitate all required logistical arrangements such as printing of questionnaires, transport, venues and other arrangements.
- Collect high quality data using standard flood resilience measurement tools.
- Ensure that all data collected during households' surveys, focus group discussions and key informant interviews are saved in the devices and synchronized to avoid data loss.
- Contribute to the programme planning activities and ensure delivery of approved Work, Procurement, Financial, and other Sector related plans

Reporting requirements

- Provide timely, accurate, and quality reports and inputs as envisaged by the Programme Documents
- Provide timely, accurate, and quality inputs needed for monitoring of Programme's performance, outputs and benefit as requested by the Programme Managers and Programme Coordinators

Monitoring and Evaluation

- Participate in monitoring flood resilience related activities at the field level.
- Contribute and support Programme Manager on activity spot-checks and provide precise and accurate reports with photo evidence.
- Support FSL Sector teams on Complaints Response Mechanism – Help Desk of beneficiaries- during cash/food, seeds/tools distribution and should prepare accurate reports with recommendations, and share with the Project Officers.
- Prepare field visit monitoring reports appropriately and share with Flood Resilience Coordinator.
- Carry out any other M & E roles as assigned by the Flood Resilience Coordinator, M&E Manager or Advocacy Officer.

Work as a team member of Concern Worldwide NBeG program staff

- Establishing and developing effective working relationship with Concern staff, Local Government staff and community volunteers to ensure team-work and integration.
 - As team member effectively participating in any Preparing for Effective Emergency Response (PEER) process as deemed necessary. This may include being deployed to respond to emergencies as and when required.
 - Participating in team decision making, planning and joint activities
 - Supporting other projects in your area whenever requested to do so
 - Adhering to Concern's programme and other policies on physical and financial resources
- Perform other duties as assigned by your line manager.

Emergency Response

Concern is committed to responding to emergencies efficiently and effectively in order to help affected people meet their basic needs, alleviate suffering and maintain their dignity. To this end, when emergencies strike and the South Sudan Programme is to respond, all staff are required to actively participate in the response, regardless of location and contribute to the efforts aimed at achieving the humanitarian objective of the organization.

Person's Specifications

- Should be a diploma holder in agriculture/natural resource management, disaster risk management with strong background in data collection using tablets/smart phone apps.
- Must be in possession of driving license for motorbike.
- Excellent computer skills, including Excel, Word, with related technical functions.
- Basics of descriptive statistics and data analysis
- Fluency in written and spoken English, Arabic and Dinka is an added advantage.

Experience:

- Minimum of 2 years of experience working with the local government in South Sudan on disaster response, food security and Monitoring and evaluation sectors.

- Experience on surveys, participatory rural appraisal tools, community mobilization, data collection, data analysis, facilitation of key informant interviews, focus group discussions, observation, monitoring and evaluation and assessments. Conversant with different offline data collections tools and devices.
- Experience of working with an International NGO is an added advantage.

Competencies:

- Agility
- Solution focused
- Effective communication
- Results orientation
- Planning and Decision making
- Consultative
- Team work
- Integrity and inclusion

Safeguarding at Concern: Code of Conduct and its Associated Policies

Concern has an organisational **Code of Conduct (CCoC)** with **three Associated Policies; the Programme Participant Protection Policy (P4), the Child Safeguarding Policy and the Anti-Trafficking in Persons Policy**. These have been developed to ensure the maximum protection of programme participants from exploitation, and to clarify the responsibilities of Concern staff, consultants, visitors to the programme and partner organisation, and the standards of behaviour expected of them. In this context, staff have a responsibility to the organisation to strive for, and maintain, the **highest standards in the day-to-day conduct in their workplace in accordance with Concern's core values and mission**. Any candidate offered a job with Concern Worldwide will be expected to **sign the Concern Staff Code of Conduct and Associated Policies as an appendix to their contract of employment**. By signing the Concern Code of Conduct, candidates acknowledge that they have understood the content of both the Concern Code of Conduct and the Associated Policies and agree to conduct themselves in accordance with the provisions of these policies. Additionally, Concern is committed to the **safeguarding** and protection of vulnerable adults and children in our work. We will do everything possible to ensure that only those who are suitable to work or volunteer with vulnerable adults and children are recruited by us for such roles. Subsequently, working or volunteering with Concern is subject to a range of vetting checks, including **criminal background checking**.

HOW TO APPLY

1. Interested internal candidates are requested to submit their Applications, Updated CVs of not more than 4 pages and a copy of their nationality ID to: *HR Department – Nyamlel Office, Concern Worldwide South Sudan Head Office located at Tongping, Airport Road opposite Ebony Bank, not later than 4th November 2020* or email it to; vacancies.juba@concern.net
2. The position is open only to South Sudanese nationals only.
3. Only shortlisted candidates will be contacted and applications submitted will not be returned.

FEMALE CANDIDATES ARE STRONGLY ENCOURAGE TO APPLY

WE CELEBRATE DIVERSITY

CONCERN WILL NOT ENTER INTO ANY AGREEMENT WITH AN APPLICANT UNTIL FUNDING IS CONFIRMED

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 Approved for haban
 Date: 17/11/20
 haban direct