

I Approved and Passed  
on Notice Board.

**tearfund**

**Job Advertisement**

**POSITION:** Food Security & Livelihood Officer

**LOCATION:** Kajo-Keji

**STARTING DATE:** ASAP

Tearfund is a Christian international relief and development agency working globally to end poverty and injustice, and to restore dignity and hope in some of the world's poorest communities.

Our vision is to see all people freed from poverty, living transformed lives and reaching their God-given potential by:

- Envisioning churches to embrace their calling to address poverty and injustice
- Developing communities and building resilience, sustainably and holistically
- Changing unjust policies and practices to deliver justice for poor communities
- Enabling communities affected by disaster and conflict to recover quickly and be better equipped to face future hazards.

We are committed to developing experts who are inspired, resourceful, courageous, compassionate and equipped. If you are interested in working with us, take time to look around our website and discover more about our unique organisation.

Tearfund South Sudan Programme is looking for a suitable South Sudanese candidate to fill in the position of **Food Security & Livelihood Officer** to be based in **Kajo-Keji**.

**1. JOB OVERVIEW**

The Food security and Livelihoods Officer will contribute to the successful design and implementation of interventions in the HERD project assisting the Livelihoods and Resilience Project Manager in the implementation of the various components of the project (such as Food assistance, Agro input distribution and Extension services, VSLA activities). He/She is responsible for the direct supervision of the Assistant Food security and Livelihoods Project officers and focal point person in community liaison with greater focus on resilience building through VSLAs.

**2. POSITION IN THE ORGANIZATION**

- Grade: B1
- Reports to the Livelihoods and Resilience Project Manager
- Direct reports: Assistant FSL project officer
- Dotted line management responsibilities to the Resilience & Livelihood Advisor
- Liaise closely with officials of organisations working in Kajo Keji, including State Ministry of Agriculture other INGOs, NGOs and UN agencies such as FAO and WFP

**3. Tearfund's Christian culture**

We believe that prayer and discernment is fundamental to Tearfund achieving its mission of restoring relationships, ending extreme poverty and transforming lives. As a Tearfund staff member you are expected to:-

- Engage with Tearfund Prays and the Prayer hub
- Lead or participate in spiritual sessions of prayer and biblical reflection within your group
- Be committed to Tearfund's Mission, Values and Beliefs statement and to be actively working and living in accordance with Tearfund's Christian beliefs and theology of mission
- Maintain your own spiritual development, discover your gifts/callings and grow in discipleship



#### 4. Organisational requirements

- All staff are expected to live out Tearfund's values as they represent Tearfund externally
- All post-holders are expected to fulfil their personal objectives set by their line manager, contribute to their team's overall objectives, take responsibility for reviewing their ongoing personal development and maintain an awareness of Tearfund's strategy.
- All Tearfund staff share responsibility to promote and maintain a strong safeguarding culture, including identifying the key actions they should take given their role and responsibilities.

- **KEY RESPONSIBILITIES**

- **Programme Strategy**

- Assist in the Provision of information to the Livelihoods and Resilience Project Manager as part of the programme's strategy development process.
    - In liaison with the teams He/She will support in the development of the HERD project implementation strategy, linking to the location and Performance Measurement Framework for Food Assistance and In-kind Transfers or Commodity Vouchers, with Livelihood Products including the VSLAs
    - Within the context and the FSL project components he/she identifies possible opportunities for further programming in protection including Gender and protection mainstreaming in Food security and Livelihoods.
    - Ensure that Tearfund's purpose, values and the programme objectives are communicated amongst staff to create mutual understanding and ownership and facilitate input from staff in the strategic planning process

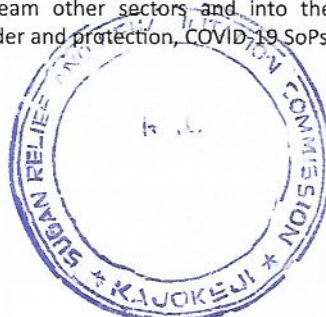
- **Project / Support function management**

- Works closely with the Project Assistants in ensuring HERD project deliverables (Food and distribution of Agricultural inputs, VSLAs, Gender and distribution, in producer groups, provide extension services (e.g. on good agronomic practices, post-harvest practices for quality assurance, and Village Savings and Loans Associations training and support)
    - Assist the Livelihoods and Resilience Project Manager in monitoring the HERD project progress and making detailed reports with recommendations to the team regarding community needs, vulnerabilities / capacities and appropriate responses.
    - Participate in the design, timely implementation and regular monitoring of food assistance, Agro based livelihoods and VSLA components of the project.
    - Participate in project assessments/evaluations and assist in the analysis of results to assess project impact and effective use of resources.
    - Facilitate regular meetings with project beneficiaries both community members, leaders and traders to discuss project implementation and any other needs. Solve problems arising as appropriate and ensure learning are documented
    - Assist the livelihoods and Resilience Project Manager in solving any disputes within the community and beneficiaries liaising with community leaders as needed.
    - Engage with relevant staff to put in place a detailed implementation plan for FSL components of the project with keen interest in VSLA support and data collection and Management.
    - Document outcomes directly linked to project intervention both expected and unexpected

- **Corporate policy and compliance**

- **Team management**

- Responsible for consolidation of beneficiary data as needed;
  - Keep project staff updated on latest guidelines, and any information provided by the organisation and the sector;
  - Carry out regular supervision of the voucher distributions, Trainings, monitoring and Extension services are carried inline with the specific guidelines and making sure that the programme activities comply with the appropriate standards
  - Regular one-to-one supervision of the project staff (Assistant FSL officers and extension workers), providing advice, coaching, mentoring and training where required
  - Where relevant ensure mainstream other sectors and into the project e.g. hygiene and sanitation and cross-cutting themes such as gender and protection, COVID-19 SoPs amongst staff and beneficiaries.





- Provide leadership and support to staff to ensure effective management and timely implementation of work plans.
  - Ensure that staff understand their individual and collective responsibilities for safety and wellbeing, and ensure detailed records are kept and analysis made of work-related injuries, accidents, security incidents and fatalities.
  - Conduct regular performance reviews where required, including catch ups, 6-month performance appraisals, and encourage the personal development of each individual (including personal development plans and the identification of training needs).
  - Where appropriate provide pastoral support to members of the team
- **External representation**
  - Build positive working relationships with local communities, community leaders and other authorities including relevant Ministries Chamber of Commerce, UN agencies and INGO/ NNGO/CBO representatives.
  - Make sure that project activities comply with Ministry Agriculture and other Food Security Response guidelines including SPHERE standards.
  - Represent the organisation in relevant inter-agency workshops, conferences and sector coordination meetings as required at state or County level.
  - Host occasional visits to project sites by interested personnel and /or donors.
  - Coordinate the exit process and ensure finalization of all procedures within 2 weeks to a month.

## PART 2 – PERSON SPECIFICATION

**JOB TITLE: Food Security & Livelihood Officer**

### PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Degree in food security, Agronomy or any social/development studies, Bach. Agric and Rural Development/Innovation, Bsc Agric.</li> <li>• Experience in Food Security and Livelihoods Sector activities and/or community development/social programming and mainstreaming with other related sectors.</li> <li>• Strong background of VSLAs, including formal training on Methodologies.</li> </ul>	<ul style="list-style-type: none"> <li>• Masters Degree in the relevant field</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Proven experience in supervising and coordinating field teams</li> <li>• Experience of Facilitating VSL training in a wider and Multi facet contexts</li> <li>• Experience of leading and facilitating prayer and Bible study groups</li> <li>• Experience in complex and dynamic environments, suitable to the South Sudan context               <ul style="list-style-type: none"> <li>• Experience in working closely with the government and other partners</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Previous work in Food Security / WASH, Livelihoods or nutrition projects (especially voucher/cash transfers)</li> <li>• Experience in protection and gender mainstreaming</li> <li>• Experience in livelihoods related research</li> <li>• Experience of working with youth and Women groups</li> </ul>
<b>SKILLS/ABILITIES</b>	<ul style="list-style-type: none"> <li>• Leadership skills</li> <li>• Problem solving skills</li> <li>• Training skills</li> <li>• Excellent written and verbal communication skills (including ability to communicate</li> </ul>	<ul style="list-style-type: none"> <li>• Report writing skills</li> <li>• Arabic or local language skills</li> </ul>



	<p>effectively in a particular language other than English in certain locations)</p> <ul style="list-style-type: none"> <li>• Ability to learn fast</li> <li>• Computer literate (Word &amp; Excel)</li> <li>• Ability to communicate confidently and comfortably about own personal faith</li> <li>• Ability to lead and facilitate team in project implementation and pray and Bible study</li> <li>• Ability and commitment to apply biblical principles prayerfully within all aspects of the role</li> </ul>	
PERSONAL QUALITIES	<ul style="list-style-type: none"> <li>• Committed Christian who recognises Jesus Christ as their Lord and Saviour</li> <li>• Committed to Tearfund's Mission, Values and Beliefs</li> </ul>	

**How to Apply:**

If you believe you are the candidate we are looking for, please submit your CV and cover letter **only in English** as well as Tearfund application form- which can be collected from the HR Department at Tearfund office, Located in Leikor Boma, Kangpo I Payma detailing your experience for the post and include your daytime telephone contact. Applications online can be submitted to [southsudan-recruitment@tearfund.org](mailto:southsudan-recruitment@tearfund.org) The subject matter of your email should be the title of the job you are applying for.

Closing date for receiving applications is **03rd March 2021 at 5:00pm.**

**NB:**

- Female candidates are strongly encouraged to apply
- Only short-listed applicants will be contacted for interviews
- Applications once received are not returnable
- Contract period for this position will be 12 months and can be extended subject to available programme funding.

