



Vacancy Announcement

Job Title: State Project Manager (1)
Band / Level / Grade: 7B
Department: Health
Location: Western Bahr Ghazal (Wau)
Status : (local Position) Non-Relocatable

Approved
SD, H-3
30 DEC 2025
Held
30/12/2025

BACKGROUND: The International Rescue Committee, one of the world's largest humanitarian agencies, provides relief, rehabilitation, and post-conflict support to victims of oppression and violent conflict in 42 countries. IRC is committed to bold leadership, innovation, and creative partnerships. South Sudan, an independent nation since 9 July 2011, is emerging from decades of brutal civil war rooted in disputes over religion, ethnicity, resources, governance, and self-determination. The security situation remains fragile, and the operational context is challenging. IRC has been in South Sudan since 1989 and currently operates in Northern Bahr el Ghazal, Lakes, Unity, and Central Equatoria States.

JOB OVERVIEW: The State Project Manager is responsible for coordinating, supervising, and ensuring timely implementation of all LLIN mass distribution activities in their assigned state. The position provides state-level leadership, ensuring effective planning, logistics, digital data management, stakeholder coordination, and delivery of LLINs to all households through the single-phase, door-to-door approach. This role requires excellent operational management skills, strong government engagement, and the ability to work across dispersed counties and payams. The incumbent will lead and manage all project operations within the assigned state, ensuring effective planning, coordination, and digitalized LLITN distribution in collaboration with county and state health authorities.

Key Responsibilities

Project Implementation & Coordination

- Develop and manage state-level micro plan plans, activity schedules, and distribution plans in alignment with the regional guidance
- Coordinate with State Ministry of Health, County Health Departments, and local leadership on all campaign preparations across counties and payams, ensuring readiness for distribution.
- Supervise county-level staff and ensure smooth daily operations during registration and distribution.
- Ensure all state activities align with NMCP, SMOH, and UNICEF guidelines.

Logistics, Warehousing, and Supply Chain Management

- Oversee LLIN receipt, verification, stacking, and documentation at state and payam warehouses.
- Monitor movement of LLINs from state warehouses to counties and payams, ensuring compliance with transit insurance requirements.
- Ensure proper functioning of payam distribution hubs, including loading/unloading, security, and stock management.
- Track logistics flows daily to prevent losses, delays, or stock misallocation.
- Lead the reverse logistics process, ensuring timely retrieval of surplus LLINs, unused tools, and devices from payams.
- Oversee comprehensive reconciliation of stock balances and resolve discrepancies with county teams.

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- Prepare and submit final state-level reconciliation reports to the regional office.
- Monitor LLITN stock availability, transport, and warehouse coordination in collaboration with Logistics Officers

Digital System Management and distribution oversight

- Supervise training of enumerators and county supervisors on digital data tools and distribution protocols.
- Ensure adherence to digital household registration, real-time data entry, and correct use of devices.
- Validate digital data reports submitted from counties and address inconsistencies promptly.
- Coordinate with Digital Data Officers to ensure system functionality, troubleshooting, and timely submission of complete datasets.

Quality Assurance & Monitoring

- Conduct supportive supervision during household registration and LLITN distribution.
- Review county-level data for completeness, accuracy, and compliance.
- Produce weekly progress summaries and a comprehensive state-level report.
- Conduct routine field visits to counties and payams to monitor distribution progress and compliance.
- Document and submit all operational, security, or data-related incidents to the Regional Coordinator within 24 hours

Stakeholder Engagement and SBC Coordination

- Serve as the state focal point for engagement with: State Ministry of Health (SMOH), County Health Departments (CHDs), Community leaders and administrative authorities and Local implementing partners
- Facilitate SBC activities in collaboration with regional teams, ensuring consistent messaging on LLIN use and care.
- Support local-level mobilization, advocacy, and social communication efforts.

Required Qualifications and Experience

Education

- Diploma in public health, Development Studies, Social Sciences, Logistics/Supply Chain Management, or related field.
- Additional training in humanitarian operations, campaign management, or M&E is an added advantage.

Experience

- Minimum 5 years of relevant field experience in health campaigns, mass distribution programs, or large-scale humanitarian operations.
- Previous experience in LLIN distribution activities is strongly preferred.
- Proven experience in coordinating government and community-level health structures.
- Demonstrated experience in digital data systems (DHIS2, mobile data collection applications).

Skills

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- Strong coordination, communication, and interpersonal skills.
- Ability to lead teams in remote, insecure, and resource-limited environments.
- Sound understanding of supply chain and last-mile delivery systems.
- Competence in data management, analysis, and reporting.
- High integrity and accountability.

Duty Station: State level- Wau

Reports to: Regional Coordinator

Supervises: County Logistics Officers, County Data Officers, Distribution Teams

The IRC Core Values and Commitments:

Standards of Professional Conduct: The IRC and IRC workers must adhere to the values and principles outlined in IRC Way Standards for Professional Conduct. These are Integrity, Service, Accountability and Equality. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

Safeguarding and PSEA policy: The IRC has a zero-tolerance policy for safeguarding/PSEA violations by staff, incentive workers, visitors, sub-grantees, suppliers/sub-contractors, and implementing partners. Safeguarding/PSEA at the IRC is an integral to organizational values and ethics, and staff and associates are expected to take all reasonable steps to prevent the sexual exploitation, abuse, and harassment of any person linked to the program by both its employees and any downstream partner. The successful candidate will be subject to a thorough background check and satisfactory references.

Narrowing the Gender Gap: The International Rescue Committee is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including a flexible hour (when possible), maternity leave, transportation support, and gender-sensitive security protocols.

Equal Opportunity Employer: IRC is an Equal Opportunity Employer. IRC considers all applicants because of merit without regard to race, Gender, color, national origin, religion, age, marital status, veteran status, disability, or any other characteristic protected by applicable laws.

How to apply:

Interested applicants should submit a **CV with 3 references** and a copy of their **national ID** to People & Culture IRC Country Office-Located in APTECH Africa Office Building 3rd Floor, Plot 63 Block AXIII Hai Malakal, Juba, South Sudan or you can e-mail applications to SS-HR@Rescue.org not later than **19th January 2025 @ 4:30pm**.

NOTE: Only shortlisted candidates will be contacted and attached photocopies only while originals will be asked at the interview panel and all the photocopies will remain the property of IRC.

**CLEARLY LABEL YOUR APPLICATION, State Project Manager
- Western Bahr Ghazal State, SOUTH SUDAN**

“WOMEN, MINORTITIES AND PEOPLE LIVINING WITH DISABILITIES ARE ENCOURAGED TO APPLY”.

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