



STANDARD ACTION LIAISON FORCE
Block 3K, Plot 492 Juba Nabari Residential Area, Bilpam Road Juba, South Sudan

504-3
Approved by
MLP



September 9, 2019

SALF JOB VACANCIES 2019

Background Information:

Standard Action Liaison Force (SALF); founded in 2003 as a democratization and alternative change instrument, a defense of rights and the fundamental freedoms that build and expand on strategic partnerships and platforms, help in organization, inclusion and participation of an informed and empowered citizenry, developing and perfect institutions in response to the necessities and the will of the people of South Sudan.

SALF has registered with Ministry of Justice and secured Operation Certificate from the Relief and Rehabilitation Commission (RRC). SALF strength evidenced in promotion of peace, good governance, democracy, human rights' monitoring, documentation and advocacy and provision of free access to justice to citizens, policy dialogue engagement and research initiatives; livelihood security, environmental and basic services delivery for improving lives of the ordinary citizens in South Sudan

The organization is headed by a President and governed by an eleventh (11) member Board of Directors who meets twice a year, to review management progress. The management team formed of the technical staffs that are being hired by the Board to run organizational programs/activities.

SALF envisage of a free, just and open society that enjoys quality life, where all the people are able to realize their full potential in all aspects of their development, including, adequate representation and effective contribution at all levels of decision-making, consequently preserving them respect and dignity. SALF is working to strengthen, expand and defend democracy, in pursuit of the public shared desires and aspirations toward realization of peace, security and freedom and the rule of law, tranquillity and economic prosperity.

Introduction & Job Vacancies Head Office and its processes:

Applications for these vacancies should include i) a motivation letter explaining your interest in the post and ii) how you meet the required competencies and include:

- i. Name, address and contact details
- ii. Current mobile number and e-mail address
- iii. Summarized Curriculum vitae
- iv. Application letter and brief summaries of experience or qualifications
- v. Three referees, their addresses, e-mail, telephone contacts
- vi. Photocopies of academic certificates and other professional accreditations
- vii. Photocopies of National Certificate, National ID or Passport

Bring your application to any nearby SALF Based Offices in New and Old Fangak, Fangak County, South Sudan or submit an electronic application to SALF: salf2000@hotmail.com and Not later than 27th September 2019.

Address your application letter: Human Resource Officer, SALF Juba Office

Only short listed candidates will be contacted

Applications from qualified women candidates are encouraged

The position is open for all and preparedly the South Sudanese nationals as per see attached detailed 2 Docs:



50-H-3
Approved by
MOLPS & HRD



Vacancy - Director of Program Development

Director Program Development (1 post)
Duty Station: Juba, South Sudan
Status: Full time
Duration: as per contract
Start-date: Immediately
Reporting: President, SALF Juba

POSITION DESCRIPTION

The SALF is currently seeking a driven, passionate, creative and skilled development professional to serve on our senior management team. The Director of Program Development will partner with the President of SALF to raise the organization's annual budget of \$1.5 million.

The Director, Program Development will work with staff across SALF to prioritize opportunities, craft and facilitate engagement strategies, and coordinate representation of SALF experts within the Juba processes and initiatives that will best position SALF for government and agency funding.

Reporting to and working in close collaboration with the President, the Director of Program Development will design and execute on a comprehensive development strategy, oversee and execute on both capital campaigns and ongoing fundraising efforts. She/he also will form and manage SALF viable development team.

Key Roles & Responsibilities

- **Design development strategy for SALF:** Work with the management team to identify funds needed, preferred funding targets, and approaches
- **Form and manage development team:** Work with the President of SALF and senior leadership team to form a development team
 - Identify staffing needs for capital campaigns and ongoing development
 - Interview candidates and hire team members
 - Oversee development team, once formed
- **Fundraising:** Conduct research, prospecting, and application to multiple donor sources
 - Track policies and funding streams relevant to SALF Programs
 - Manage capital campaigns, engaging and overseeing capital campaign firms as necessary, communicate key opportunities to SALF Program, management and guide prioritization and strategies to pursue them;
 - Ensure that plans include all necessary programming for achieving the targets in the results framework and have budget support
 - Oversee ongoing development efforts
- **Build a robust donor base:** Develop and maintain key long-term relationships with donors and prospects in South Sudan, including regionally
- **Communicate and train:** Train and mentor development staff and communicate fundraising goals and progress throughout SALF.

Minimum Qualifications/Experiences

- **Academic qualifications:** Degree or Higher Diploma in social sciences or related field; Computer skills in word processing, Power Point Presentation, e-mail, internet networking and spreadsheets
- **Development/Fundraising:** Proven success in development for a large nonprofit. Experience running capital campaigns and success fundraising from multiple donor channels/communities



- **Project Leadership:** Experience in planning, leading, and managing development projects, including coordinating with peers to achieve desired outcomes, and tracking and reporting on progress to senior managers/board of directors
- **Entrepreneurial Spirit:** Takes initiative and actively seeks to deepen current donor relationships and to forge new ones
- **Communications:** Skilled in creating powerful, compelling written and oral communications for fundraising. Ability to convey complex ideas through brief, simple materials. Experience and credibility when presenting materials to external audiences
- **Influencing:** Gets others to accept ideas by using convincing arguments, creates a win-win situation and responds appropriately to key stakeholders
- **Collaboration:** Effective at working with others to reach common goals and objectives
- **Relationship Building:** Skilled at establishing and cultivating strong relationships with peers, across different levels of the organization and externally
- **Additional Packages:** Experience working with other local CBOs, NGOs, communities, and Government line ministries; Basic financial management and business skills; Strong sensitivity to religious, ethnic, cultural, and political issues; Familiarity with South Sudan is an advantage; Proficient in local languages is an added advantage; Good physical health and fitness; Demonstrated ability to work independently and in partnership with various colleagues/actors

APPLICATION PROCESS, HOW TO APPLY AND REQUIREMENTS

Applications for this vacancy should include i) a motivation letter explaining your interest in the post and ii) how you meet the required competencies and include:

- Name, address and contact details
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- Application letter and brief summaries of experience or qualifications
- Three referees, their addresses, e-mail, telephone contacts
- Photocopies of academic certificates and other professional accreditations
- Photocopies of National Certificate, National ID or Passport

Bring your application to SALF Office situated at Bilpam Road, Opp. Medan Rambo Block IV; Plot # 12, Kuwait Area Juba, South Sudan. E-mail: salf2000@hotmail.com and Not later than 27th September, 2019. For any queries about office location please reach to us via these cellphone #s: +211 924 602 665 or +211 921 720 045

Address your application letter: Human Resource Officer, SALF Juba Office

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