

new path when possible in all our programming and planning with a determination in the face of harsh realities

- Work closely with Program Coordinators to ensure activities are implemented as planned.
- Work with Kajo-Keji respective sector leads (GBV, WASH and Nutrition and other sector when needed), compile monthly and quarterly reports, on time and with accurate data
- Maintain flexibility to take on added responsibility as and when needed
- Prepare timely and concise donor reports as appropriate
- Actively participate/lead in assessments and evaluations at the field level in other parts of the country when required.

5. Financial Management: You will be a person who will start with giving and in doing so you will be generous with your time, work and skills towards high level of stewardship and accountability; you will look forward to giving more than receiving.

- Develop work plans and monthly cash projections in line with respective sector grant spending plans (GSPs) and financial BVAs.
- Budget management and reviewing BVAs shared by finance and provide feedback
- Work with Finance and Logistics to plan and procure supplies within program budgets
- Ensure compliance with donor regulations
- Ensure high level of stewardship and accountability.

6. Security: You will ensure high level of human centeredness and value for life. In that you will be a person who will be security conscious and will ensure the safety and security of your team and property.

- Ensure compliance with security protocols and policies
- Consider security implications of all program activities, reviewing all new initiatives with local staff and community leaders
- Provide security updates to the security officer as required

7. Any other duties as requested by the supervisor.

EDUCATION, TECHNICAL SKILLS & KNOWLEDGE REQUIRED

You have: (EDUCATION, TECHNICAL SKILLS & KNOWLEDGE REQUIRED):

- Advanced degree in Social Work, Public Health, International Development, or other relevant field of study or equivalent experience
- Previous experience as Field /County Coordinator (2-3 years) a prerequisite preferably in South Sudan.
- Experience in semi-remote management is an asset.
- Familiarity with standards and guidelines for GBV programming and coordination as well as guidance on protection from SEA is highly desirable.
- Familiarity with international humanitarian operations, coordination structures, and the mandates of donors, UN agencies, and other NGOs



- Ability to exercise sound judgment, to remain flexible to a changing environment, and to make decisions independently
- Ability to work well with a cross-cultural team
- Strong communication skills, both oral and written
- Strong English language skills
- Ability to effectively present information and respond appropriately to questions from senior managers in the field and HQ, counterparts, government representatives and others
- Ability to speak the local language is an added advantage

You possess: (KEY BEHAVIORS & ABILITIES):

- Knowledge of and experience in working with and coordinating with international and national partner organizations
- Highly motivated hands-on self-starter, ability to work independently, open to constructive feedback and has ability to respond accordingly
- Demonstrated ability to work in a fast-paced environment with tight deadlines, effectively managing multiple priorities
- Flexibility and willingness to adjust to changing responsibilities or needs as they arise
- Willingness to frequently travel and live in remote and security difficult situation.
- Additional qualities: ability to multitask, ability to handle pressure well, ability to improvise, flexibility, cultural and environmental sensitivity.

Cultural and gender sensitivity essential

HOW TO APPLY

Qualified and interested candidates should submit their applications which include the cover letter, together with **an updated CV with at least three professional referees** addressed to ARC South Sudan Office in Juba located at **Goshen House 2nd Floor Ministries Road Kololo**. Applications can also be submitted to the following email address: ssvacancies@arcrelief.org. Or Drop to ARC filed offices in Ulang (Upper Nile), Kajo Keji, Budi, Kapoeta East, South and Aweil.

Please note that ARC retains all applications and the files will not be returned to the applicants at the end of the recruitment process. Due to the urgency of the position, applications will be reviewed on regular basis hence these positions may be filled before the expiry date of the advert. Only shortlisted candidates will be contacted for an interview.

***Note:** American Refugee Committee is an Equal Opportunity Employer offering employment without regard to race, colour, religion and gender. American Refugee Committee complies with all applicable laws governing non-discrimination in employment.*

The Deadline for receiving applications is Oct 4, 2019 at 5:00 pm local time.

