



Approved
MOU 3
28 AUG 2025

CARE SOUTH SUDAN

CARE South Sudan is an International NGO working in South Sudan. CARE and its partners work with vulnerable communities to address the underlying causes of poverty and promote peace and development, through its strategic goal to reduce poverty by empowering women, enhancing access to resources and services, and improving governance.

Position:	PROJECT MANAGER (SSJR)
Department:	Program
Location:	Juba/Pibor
Reports to:	Deputy Country Director-Programs (DCD-P)
Advert status:	External Advert
Duration of the contract	8 months

JOB SUMMARY

CARE International South Sudan is one of the 16 partners implementing the 2024-2026 South Sudan Joint Response (SSJR). CARE International South Sudan implements the protection & GBV component in the Rubkona and Pibor Administrative Area in partnership with UNIDOR. CARE's focus on GBV includes refurbishing and equipping safe spaces for women and girls at risk of GBV, providing quality case management and psychosocial support, offering contextually relevant skills-building for GBV survivors, and distributing dignity kits. CARE also focuses on GBV and peace-building community outreach, establishing peace committees and clubs, and engaging men and boys in addressing GBV. CARE aims to ensure that people in need receive specific GBV prevention measures, GBV survivors receive appropriate services and responses, protection advocacy efforts are carried out, capacity building on protection issues is increased, and individuals have access to information about their rights and entitlements.

The SSJR Project Manager will be responsible for leading SSJR Project, including managerial oversight and GBV technical support to project staff. He/she will be based in Juba and will make regular visits to the project implementation locations.

Responsibility

Project Implementation & Management

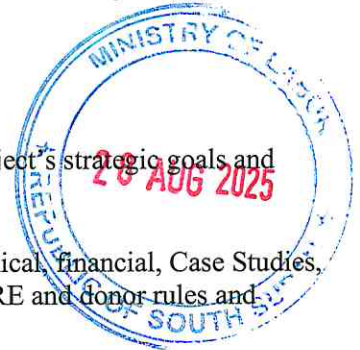
- Ensure that project activities are implemented efficiently, in line with the approved project plan, and within set timelines.
- Lead the planning, execution, and adaptation of project activities, ensuring alignment with donor guidelines and CARE standards.
- Monitor project activities and proactively identify and implement necessary adaptations.
- Coordinate with project partners to facilitate activity implementation, including drafting and finalizing MOUs.
- Ensure alignment with other projects in the same area, minimizing duplication and promoting synergies.

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- Manage financial resources, follow procurement procedures for purchases related to the project, in collaboration with Program Support and Finance & Grants departments to ensure cost-effectiveness and compliance.
- Ensure efficient office and resource management, optimizing the use of assets and project means.
- Coordinate on project-related visibility and communication activities.
- Identify, assess, and mitigate project-related risks, including operational, financial, security, and reputational risks.
- Ensure compliance with donor regulations, local laws, and CARE policies, integrating risk mitigation measures into project planning.
- Work with security teams to implement context-specific risk management and contingency plans, ensuring staff safety.

Reporting, MEAL, and Information Management

- Ensure that Monitoring and Evaluation (M&E) activities align with the project's strategic goals and objectives.
- Oversee the correct filing and documentation of project records.
- Draft & submit internal and external timely project reports (including technical, financial, Case Studies, Human Stories, cluster reporting, and relevant reports) compliant with CARE and donor rules and regulations.
- Submit annual PIIRS information to CARE International's MEAL Unit.
- Ensure gender impacts of the project are timely and appropriately monitored, analyzed and reported through monitoring and evaluation of resources.
- Support and supervise the monitoring data collected and used in a timely manner to ensure critical sequencing and implementation of activities and the ability to adapt interventions and timing as appropriate.
- Implement project-specific feedback and accountability mechanisms (FAM), in line with CARE's FAM Guidelines and in collaboration with the MEAL team.



Coordination and Partner Management

- Directly coordinate and liaise with project partner UNIDOR, SSJR Lead Help-A-Child, and other SSJR partners.
- Coordinate with other organizations, including local associations, to strengthen multi-sectoral services for survivors and to integrate GBV concerns into different sectors.
- Support the project staff in developing a GBV referral pathway for available services.
- Represent CARE in the project coordinating committee and related technical working groups and clusters to ensure new information, innovations, and lessons are exchanged.

Team Management

- Effectively lead and coordinate CARE project staff, assigning specific tasks and objectives to achieve project goals.
- Oversee project staff recruitment, onboarding, and continuous capacity building, ensuring compliance with organizational policies and safeguarding best practices.
- Supervise project staff performance, ensuring alignment with administrative and security guidelines, in consultation with the Country Program Coordinator.
- Identify professional development opportunities for staff and implement training plans to address these needs.
- Organize tailored capacity-building initiatives, including training, mentoring, and guidance for project staff, partners, volunteers, and associates.
- Ensure personnel records are maintained and up to date.

OTHER RESPONSIBILITIES AS ASSIGNED



Required Qualifications.

- Bachelor's degree in social work, Sociology, gender, Public Health, Law, International Development, or other relevant field of study, or equivalent experience.
- Proven experience in leading multi sectoral project management and implementation
- At least 5-7 years' experience in working within a consortium set-up and leading teams for integrated project delivery project design, and project implementation.
- Proven experience in managing Monitoring & Evaluation in cross sector programs
- Proven experience in Strategic planning
- Experience in Staff development and capacity building for timely project delivery
- Proven team management in relief environments with successful examples of local staff management.
- Successful experience of project cycle management
- Results orientation, with the ability to challenge existing mindsets
- Familiarity with standards and guidelines for GBV programming and coordination, as well as safeguarding and Prevention from sexual exploitation and abuse (PSEA).

Desirable

- Master's degree in a relevant field will be added advantage
- Qualification in Humanitarian action and/or Project Cycle Management and/or Monitoring & Evaluation
- Working to SPHERE standards, People in Aid and Red Cross Codes of Conduct
- Experience in M&E, financial management, HR and logistics systems
- Proposal for development experience
- Experience with NGOs
- Previous deployments in complex conflict situations.
- Remote management/contingency planning
- Ability to exercise sound judgment, to remain flexible to a changing environment, and to make decisions independently.
- Good report-writing skills.
- Ability to work well with a cross-cultural team.
- Strong communication skills, both oral and written

HOW TO APPLY

The position will be based in Juba. This position is **ONLY open to South Sudanese Nationals**. Opening Date **28th August, 2025** and Closing date CARE South Sudan receiving application will be **16th September 2025**.

Applications and CVs should be delivered to: jobs.southsudan@care.org or Hand delivery to: CARE Juba Head Office, NPA Building 3rd floor, Martyrs Street.

NB:

- Applications once received are not returnable
- **Female Candidates are Highly encouraged to Apply**

Attention!!!

CARE South Sudan has a ZERO TOLERANCE approach to any abuse to, sexual harassment of or exploitation of a vulnerable adult or child by any of our staff, representatives, or partners. CARESS expects all staff to share this commitment through our Safeguarding Policy and our Code of Conduct. They are responsible for ensuring they understand and work within the remit of these policies throughout their time while at CARE.

CARE is an Equal Opportunity Employer, promoting Women and Girls, equity and diversity.

