



World Vision®



**Our Vision for every Child, Life in all its Fullness; Our Prayer for every heart, the will to make it so
Building Brighter Futures for Vulnerable Children**

JOB OPPORTUNITY AT WORLD VISION INTERNATIONAL – SOUTH SUDAN

None Relocatable Recruitment

World Vision is a Christian Relief, Development and Advocacy Organization dedicated to working with Children, Families and Communities to overcome poverty and injustice. World Vision serves all people, regardless of religion, race, ethnicity or gender. All employment in World Vision is conditioned upon successful completion of all applicable background checks, including criminal record checks where possible.

World Vision South Sudan is now seeking for a qualified and dynamic Individuals (**Man or Woman**) who are willing to share in our vision and promise to Children, to join us in the following role(s):

Job title: GFD (General Food Distribution) Officer (1 position)
Reporting to: Senior Food Assistance Officer
Location: Tonj North with frequent travel to other Greater Tonj areas
Availability: As soon as possible

Purpose of the position:

. This Purpose of Position will be to participate in the planning and implementation of food aid programs/projects and coordinate the receipt, storage, dispatch, distribution, monitoring, documentation, accounting and reporting of commodities within the standards established by World Vision and food aid donors. Represent World Vision at County level to develop relationships with government officials, project partners, beneficiaries and donors. Based in Field locations the GFD Field Officer will work with the Commodities Officers, GFD Coordinators, Government Structures, WFP and other stakeholders to identify areas that have good potential for GFD activities especially focused on food security, livelihoods including light communal assets to build and enhance resilience for the communities in South Sudan. The GFD will also work closely with various WVSS project officers especially those in Food Security related projects in ensuring that all GFD activities are implemented as scheduled. The candidate will have a strong background in project management and have adequate experience and skills on food / Cash distribution implementation.

He / she should be a strong and committed Christian, able to communicate World Vision's Christian ethos and demonstrate a quality of spiritual life that is an example to others.

Major Roles and Responsibilities:

Develop and Implement Good and Viable CGFD project Proposals



- Work with the respective Commodity Officers to coordinate the targeting process and development of relevant interventions.
- Develop Implementation Plans (derived from the DIP) for the identified GFD project
- Train the communities on the implementation of the GFD activities
- Supervise the implementation of GFD projects providing technical support required.
- Communicate the exit strategies for each GFD project with the community and other stakeholders

Coordination and Collaboration

- Co-ordinate with State Government structures, WFP, and other implementing partners at the state/county level to enhance effectiveness of the GFD program.
- Consult the community leaders and communities on the most suitable intervention focusing, but not limited to, agriculture and light infrastructure projects
- Co-ordinate with other WVSS sectors to ensure maximum use of support resources for the effective implementation of GFD activities in the states.
- Represent WVSS in Food security State Coordination forum / meeting

Distribution Management

- *Maintain complete lists of all program beneficiaries; including, types, quantities, and dates of rations received by each (as verified by signature or thumbprint of the beneficiary) and reconcile with original consignments.*
- Commodities must carefully be counted during off-loading.
- At the distribution center, commodities must be stacked in an organized manner, by commodity type to facilitate easy distribution.
- Using the approved beneficiary selection criteria, organize and participate in the registration and verification process jointly with Commodity Officer and local leaders
- Take active role in the registration and verification of beneficiaries to ensure that the process is fair
- Ensure that the most needy / vulnerable members of the community are properly targeted and protected. At all times ensure that the registers include more women beneficiaries.
- Ensure the registration process is well planned and documented
- At the distribution center, commodities must be properly stacked on plastic sheeting
- Ensure that the distribution center is properly organized and secured with ropes and crowd control measures put in place to ensure smooth distribution and flow of beneficiaries.
- Responsible to ensure that all necessary distribution equipment are available at the distributions center, including forms, ropes, banners, plastic sheets, measuring devices etc.
- Ensure an orderly and fair distribution of commodities using the approved ration sizes
- Supervise the distribution of the food to the beneficiaries. Beneficiaries must sign or thumb-print against their names on the beneficiary lists as proof that they received their food rations.



- Supervise loading of food that is left over after distributions. Ensure that a waybill is prepared for food to be returned to the warehouse.

Reporting:

- Work with the Commodity Officer and Field Coordinator to compile and submit timely relevant reports on the project implementation and any other reports required by WFP and WVSS
- Carry out any duties that may be assigned from time to time by the Senior Commodity Officer

Documentation:

- Prepare monthly progress reports on the implementation of the GFD projects in the state.
- Submit weekly, monthly and Quarterly report to the Senior Commodity Officer

Project Monitoring

- Work with the M&E Assistant and the Commodity Field Coordinator to ensure that Complaints systems (complaint Help Desk and toll free line) are in place both at activities and distribution sites
- Conducts onsite Distribution Monitoring and other field visits with DM&E Assistants

Staff Management

- Ensure proper training and develop capacity building for staff Field Coordinators, food monitors.
- Ensure all staff is trained in reporting and documentation
- Perform regular performance review based on IOP.
- Attend and participate in spiritual nurture meetings/devotions as scheduled.

Qualifications: Education/Knowledge/Technical Skills and Experience

The following is required:

- A Degree in agriculture/natural resources management or Project Management
- More than two years practical experience in implementation Food Assistance / Cash transfer projects
- Proven experience of working with rural communities and participatory planning
- Good understanding of the fragile context
- Good understanding of community mobilization and participatory methods
- Mature and confident to deal with state/county authorities, communities and community leaders
- Displays cultural, gender, religion, race, nationality and age sensitivity
- Able to build strong relationships and partnerships with relevant agencies at state/county levels



- Good team player, self-starter, has ability to work under minimum supervision and maintain good relationships
- Organization and project management skills
- Resources and supply chain management of the project
- Strong command of Ms office software (word, excel & power point)
- Excellent inter-personal relation with government officials and beneficiaries
- Displays cultural, gender, religion, race, nationality and age sensitivity
- Able to build strong relationships and partnerships with relevant agencies at state/county levels
- Good team player, self-starter, has ability to work under minimum supervision and maintain good relationship.

Work Environment:

- The position requires ability and willingness to travel domestically

HOW TO APPLY

Interested candidates (**South Sudanese Nationals**) who meet the above criteria should submit their application, cover letter and an updated CV with at least three referees with their telephone and email contacts. Address your application to **The Human Resource Manager, World Vision South Sudan.**

Qualified female candidates are STRONGLY encouraged to apply

Indicate the position you are applying for in the subject line.

Applications should be submitted to this email recruitsdno@wvi.org or drop to the locations indicated above.

Closing date for receiving applications is: 8th February 2021.

Please note that only shortlisted candidates shall be contacted and documents once submitted will not be returned to the candidates.



Being Approved by Labour office
Warrap State - Kuajok.