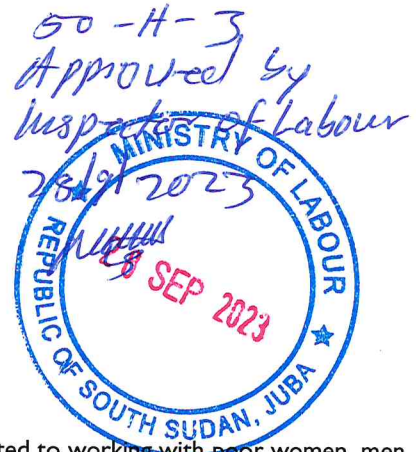




CARE SOUTH SUDAN



CARE is a humanitarian and development non-governmental organization committed to working with poor women, men, boys, girls, communities, and institutions to have a significant impact on the underlying causes of poverty. CARE seeks to contribute to economic and social transformation, unleashing the power of the most vulnerable women and girls. Currently, CARE South Sudan works in the five States including Unity, Jonglei, East Equatorial, Bahr El Ghazel, and Central Equatorial, in addition to Greater Pibor and Ruweng Administrative Areas, addressing both humanitarian and recovery/development needs. Through its emergency humanitarian response and recovery programming, CARE South Sudan focuses on four broad areas namely gender equality and protection, food security and women's economic justice, nutrition and health, partnership, and advocacy.

With funding from the Embassy of the Kingdom of the Netherlands in South Sudan, CARE South Sudan will soon embark on Phase II of the Women's Leadership and Advocacy Initiative, a project that seeks to address the barriers to women's participation in the social, economic, and political spheres in South Sudan. This initiative seeks to contribute to addressing these barriers as a basis for improving women's quality of life through economic empowerment, changing negative social norms, and increasing their influence in decision-making processes by leading in the public, private, and civic spheres and making women's voices heard. This project will focus on Torit and Juba in coordination and collaboration with strategic women's rights organizations, the State and National Ministry of Gender, Child, Social Welfare, Ministry of Commerce, Industry, and Investment, national parliamentarians, and relevant state and county level entities.

Position:	Project Manager – Women Leadership and Advocacy Initiative II (WLAI II)
Department:	Program
Location:	Juba with 40% travel to the field
Reports to:	Country Program Coordinator for Gender Equality and Protection
Provides supervision to:	Project staff – MEAL Officers, and Project Assistants,
Starting date:	ASAP

Job Summary

Reporting to the Country Programme Coordinator for Gender Equality and Protection, the Project Manager will lead and oversee the effective delivery of the WLAI II project activities and objectives in line with CARE's policies, practices, and donor requirements providing both technical oversight and administrative roles to deliver a successful program by ensuring timely and adequate implementation. The Project Manager will be responsible for overall project and budget management, and line management of key project staff. The WLAI II project proposes to support five counties, Juba, Yei, Torit, Ikwotos, and Magwi in contributing to increased women's leadership and women's political and economic participation. As such the holder of the position shall have significant experience in advocacy, the Women, Peace, and Security agenda as well as project management. She/he will be the primary person responsible for coordinating interactions and progress between the government, national parliamentarians, WRO networks, and other NGO partners. The post holder will have a team to manage implementation at the county level and provide direct support to the project's implementing partners.

Working or volunteering on behalf of CARE often means holding a position of power and trust. CARE has a zero-tolerance approach toward any kind of abuse, exploitation, or harassment. We expect all staff, volunteers, partners, interns, and consultants to conduct themselves in a way that defends the dignity and respect of every individual. We are all expected to follow the CARE Core Values, which can be found at care.org/about/mission-vision.

Specific Responsibilities:

Job Responsibility #1. Project Management

- Planning, Implementation, supervision, monitoring and evaluation,



- Compiling technical reports narratives – quarterly, annual, and final progress reports
- Developing programmatic tools including budget plans, work plans (with quarterly detailed implementation plans - DIPs), and procurement schedules
- Review expenditure reports, budget realignments, and financial reports
- Develop a capacity development plan and provide training and coaching to strengthen technical and institutional capacity.
- Provide technical leadership and strategic direction to the team and partners and monitor their activities implementation.
- Work with the Ministry of Gender, Child and Social Welfare, and Transitional National Legislatures to support the Gender Commission to monitor and support the implementation of the 35%.
- Conduct training with women parliamentary caucus on relevant thematic areas of policy analysis and advocacy, leadership, negotiation, and networking
- Organize and lead roundtable events, tea talks, and public debates at state and national levels on 35% affirmative action and the role of women in nation-building.
- Organize mass awareness campaigns and social media campaigns on gender quality and women's rights.
- Facilitate dialogues with policymakers and decision-makers, WLOs, youth groups, and women forums on the promotion of women's economic rights.
- Support WLO and VSLA networks to identify laws that advance their economic growth and advocate for the implementation of the laws at the grassroots level.
- Increase and enhance engagement of South Sudanese partners in policy and advocacy work, especially direct representation of WLOs.

Job Responsibility #2. Monitoring, Evaluation, and Research

- Build the capacity of partners on MEAL-related activities through mentoring the project team and identifying partner grassroots women's organizational staff.
- Report/alert to Project Manager on a regular basis on any anticipated programme/project issues, risks, implementation status, and any emerging opportunities and threats to the project implementation.
- Monitor the process of selection criteria and ensure compliance with selection criteria.
- Support evaluation missions for projects, sectoral and thematic evaluations, including desk evaluations/studies on selected sectors/themes.
- Follow up on the implementation of evaluation recommendations, ensuring the optimal use of evaluations by providing guidance in preparation of timely management response to all mandatory evaluations and by developing a communication plan.
- Assess indicators and systems to measure results and impact of CARE activities and processes to produce evidence-based reports.

Job Responsibility #3. Subgrantee Management

- Oversee the disbursement of funding to partners and ensure accountabilities and reports are submitted.
- Perform capacity building for sub-grantees on M&E as per the agreed Capacity building plan.
- Participate in the compliance meetings – on a quarterly basis and as and when needed – to deliberate and make decisions pertaining to partners.
- Provide seed funding for core costs, research, learning, and capacity-building activities.
- Manage small grants to state and national level WROs advocacy on 35% affirmative action.

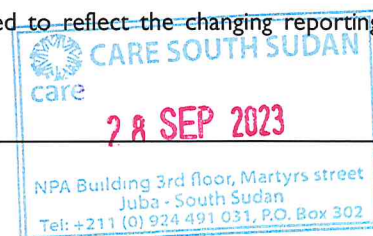


Job Responsibility #4. Accountability and reporting

- The Program Manager will be responsible for conceptualizing, writing, and consolidating progress reports as well as briefing documents.
- Ensure the quality of all reports and edit them appropriately for onward approval for dissemination.
- Document and follow up on feedback and complaints in close coordination with Programs heads.

Job Responsibility #5. Learning/ Knowledge sharing and training.

- Identify lessons learned and recommendations to be integrated into broader knowledge management efforts and draft them for wider dissemination.
- Work with the team and partners in the preparation and dissemination of high-quality reports and program documentation/learning peer organizations, government agencies, and donors.
- Support in revising of data collection tools and reporting templates as needed to reflect the changing reporting requirements.



Qualifications: Education/Knowledge/Technical Skills and Experience

Qualifications

- Must have a master's degree in Gender/ Development/Peace and Security studies, Economics, Public administration and nay gender related studies and other relevant course and at 3-5 years of experience in South Sudan.
- A bachelor's degree will be considered with over five years cumulative experience in a similar role.

Experience/ Competencies

- Strong background in working with NGOs and familiarity with Civil society.
- Strong understanding of the women, peace, and security dynamics and progress in South Sudan.
- Proven diplomacy and ability to articulate clearly, with impact and respect.
- Management and leadership experience
- Knowledge and understanding of gender and gender equality, community-driven leadership, and governance.
- Good coordination, communication, and community facilitation skills
- Ability to work under tied deadlines and to share relevant information.
- Influencing and negotiation skills, with a demonstrated capacity to balance flexibility and tenacity.
- Strong partnership and management skills.
- A good understanding of the feminist approach
- Respecting and valuing diversity
- Must be comfortable with significant travel to various field locations.



HOW TO APPLY

The position will be based in **Juba**. This position is **ONLY** open to South Sudanese Nationals. Opening Date **28th October 2023** and Closing date of receiving applications will be **17th October 2023**.

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

CARE is an Equal Opportunity Employer, promoting gender, equity and diversity and women candidates are strongly encouraged to apply.

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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.

