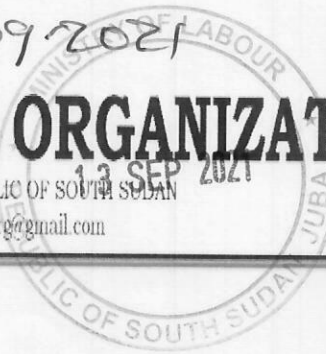




# COMMUNITY ACTION ORGANIZATION

OFFICE ADDRESS: TONGPING, JUBA, CES REPUBLIC OF SOUTH SUDAN  
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50-H-3  
Approved  
*[Signature]*  
13.09.2021



## BACKGROUND

**Community Action Organization (CAO)** is a National Non-Governmental, None Political and None- Profit humanitarian and development organization to address Humanitarian needs, transition and development assistance. Our mandate is to build capacities of South Sudanese Communities through socio economic development, peace building, access to justice, promotion of Human Rights, good governance, formal and non-formal education, Protection, Health Nutrition, WASH (Water Sanitation and Hygiene) Program, poverty alleviation through initiatives such as agricultural capacity building and promotion of a culture of tolerance.

CAO was established in 2014 with over 3years of Operations in Jonglei, Upper Nile, Warrap states and Central Equatorial with Field office bases in Ayok, Fangak, Pigi, Urur in Jonglei, Nasire etc. CAO constantly seeks talented, compassionate candidates with high-integrity to strengthen its capacity to respond urgently to crises with the right skills. Given the nature of CAO's work, it is essential that its workforce has the right mix of skills and qualities to fulfil its mandate.

**Position:** Gender Based Violence (GBV) Officer *2 position*  
**Location:** Ayod (Jonglei)  
**Reports to:** Protection Manager

**Duration of Contract:** 6months (Renewable based on performance)

**Start date:** As soon as possible

**Closing Date:** 28<sup>th</sup> September

CAO now wishes to recruit suitably qualified Professional for this Position who will be responsible for implementation and reporting of CAO's Protection Project

## Job Summary

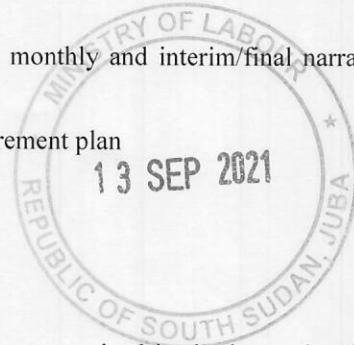
Under the Supervision of the Protection Coordinator, the GBV Officer works under direct supervision of Protection Manager in a team with other Multi-sectoral project staffs. GBV Officer is responsible for the following tasks;

## Roles and Responsibilities

- Contribute to the management of a SSHF funded project including providing financial, human resources, logistics and procurement oversight
- Supervise the provision of case management services, including psychosocial counseling and timely referral to be available and relevant GBV service
- Coordinate provision of recreational and livelihood activities for women and adolescent
- Engage women in business skills training, providing necessary skills to start their own small business venture



- Ensure prevention strategies are in place in order to mitigate GBV risks for the population of concern
- Strengthen capacity of relevant local networks, community stakeholders and authorities to raise awareness on GBV issues and to identify/reinforce prevention strategies
- Supervise prevention activities focusing on women and girls, and engaging men and boys, to promote better understanding of causes and consequences of GBV, and the survivor's right to seek and receive help
- Mitigate GBV risks through the effective use of fuel strategies, including the construction of fuel-efficient stoves
- Build on the existing network of services and establish and regularly update referral systems and contact list in close collaboration with partners and local service providers
- Facilitate the identification of human rights violations and protection risks, particularly lack of access of persons with specific needs to basic services
- Contribute towards the compilation of timely and concise biweekly, monthly and interim/final narrative reports and share with the GBV manager
- Contribute towards the development and updating of the project procurement plan
- Actively participate in relevant coordination meetings
- Other duties as assigned by the Project Manager



#### Key Qualification and Competencies

- Degree/Diploma in development, social work, or its equivalent from a recognized institution and at least three years' practical experience in protection or GBV.
- A deep understanding of at least 2 years of the sectorial programs (Protection, GBV)
- Demonstrable competence in proposal and report writing
- Experience of effective budget management, financial planning & expenditure monitoring.
- Experience of community participation, ownership and empowerment.
- Strong representational and communication skills.
- Excellent written and spoken English and local languages as well
- Ability to work calmly under pressure in a rapidly changing context.
- Proven team management skills.
- Adaptability and flexibility.
- Ability and willingness to travel regularly into the field.
- Competent in using e-mail and computer packages such as Word, Excel and PowerPoint.
- Commitment to CAO's vision, aims and child safeguarding policy.
- Experience of working in an insecure environment.
- Experience in implementation of robust performance management and sound staff development.
- Experience of Human Resources and Operations planning.

INTERESTED SOUTH SUDANESE APPLICANTS ARE INVITED TO SEND A CURRICULUM VITAE AND AN ACCOMPANYING COVER LETTER THROUGH **EMAIL** TO:

Email: [jobscommaction@gmail.com](mailto:jobscommaction@gmail.com) and copy [commaction.org@gmail.com](mailto:commaction.org@gmail.com).

The documents can also be **hand delivered** to our office Headquarter Hai Commercial Koro Road. Please call 0917126200 for directions to the office.

Please ensure your application email has the subject heading **"GBV Officer"**. For hand deliveries, kindly write **"GBV Officer"** at the back of the envelope.

Note: Any document submitted will not be returned.





**Deadline for applications**

**28<sup>th</sup> September 2021** by **midnight**, only those applicants selected for an interview will be contacted.

CAO is committed to providing a work environment in which all individuals are treated with respect and dignity. Final candidates will be vetted in accordance with CAO's Child Protection Policy, including appropriate reference and security checks. CAO's work is guided by its core values: *integrity, teamwork & commitment, inclusivity & community engagement, innovativeness and creativity; and professionalism.*

*Due to urgency of this position, applications received will be reviewed on as and when received and the position may be filled before closing date*

