



50-H-3
Approved by Senior Inspector

MOL/RSSTJ
05/08/2022



Where childhood thrives, war does not.

Position Title	Project Manager - Education
Start Date	As soon as possible
Location	Juba, South Sudan
Supervises	Project Officers
Reports to	Head of Programs, Juba, South Sudan
Background	<p>War Child Canada is a registered Canadian charity based in Toronto that works with war-affected communities to help children reclaim their childhood through access to education, opportunity, and justice. War Child Canada has over 15 years of experience working in communities in conflict and post-conflict zones. All work is implemented in direct partnership with local communities, local NGOs and other stakeholders using a child-centered approach. War Child Canada currently works in Afghanistan, Uganda, Sudan, South Sudan, the Democratic Republic of Congo, and Yemen.</p> <p>The project (Geared for Success, GfS), for which this position is being filled, is a 5-year, gender-responsive initiative in South Sudan and Uganda and is funded by Global Affairs Canada. Geared for Success' ultimate outcome is enhanced, equitable and inclusive learning outcomes for 'refugee, internally displaced and host community children and youth, particularly girls and adolescent girls' in Wau, Malakal and Aweriel Counties of South Sudan. In South Sudan, the project is implemented in collaboration with Oxfam Canada (OCA), and local partners including Community Empowerment for Creative Innovation (CECI), Upper Nile Youth Development Association (UNYDA), and Hope Agency for Relief and Development (HARD).. Geared for Success will achieve its ultimate outcome by increasing access to education for ultimate beneficiaries, driven by local refugee-led organizations (RLOs) and internally-displaced people (IDP)-led community-based organizations.</p>
Position summary	The Education Project Manager will lead the implementation of the GAC funded Geared for Success (GfS) program activities in South Sudan and ensure that agreed programme objectives are met, activities are coordinated and integrated with other programmes, and accurate financial and activity reports are submitted to the Country Director (CD) and donors in a timely manner. He/she has a key role in developing positive working relationships with project partners and particularly Oxfam who are co implementing



	partner, communities, teachers, and War Child Canada as well as partner staff.
Responsibilities	Subject to change based on the Project Manager's requirements
	<p>1. Project Implementation & Management</p> <ul style="list-style-type: none"> • Lead the implementation of the programme activities as per the approved project implementation plan and budget • Develop the Annual Operational Plans as per the approved proposal, to guide and monitor the implementation. • Liaise with the Finance Officer and ensure sound budgeting and financial management • Ensure that due diligence is conducted for all partners, and actions developed and implemented to address identified capacity gaps that will impact implementation and reporting on planned activities and sound financial management • Liaise with the consortium members and implementing partners, ensure synergy and provide oversight of the implementation process. • Monitor the implementation of the programme and ensure that activities are carried out as planned, and proactively seek support for program and operational challenges from the Senior Management Team (SMT). • Maintain effective coordination and communication with the SMT and the designated program colleagues at War Child Canada HQ • Ensure timely and quality implementation of program activities and reporting on program activities • Liaise with other program managers, build strong working relationships, and seek synergy and complementarity with other programs. • Ensure a high-quality, professional, and timely completion of project goals and objectives. • Provide assistance, direction, and vision for all assigned projects, including serving as the technical lead/liaison to clients and partners for specific project activities. • <p>2. Financial Management & Operations:</p> <ul style="list-style-type: none"> ▪ Ensure that GfS resources are incorporated in the War Child Canada Country budget. ▪ With all due diligence and efficiency, applying appropriate administrative, financial and technical management methods, be responsible for overseeing the use of GfS financial resources including



	<p>the grants to project partners and working closely with the War Child Canada finance Officer/Manager.</p> <ul style="list-style-type: none"> ▪ Ensure that the Finance team prepares all necessary documentation including but not limited to Interim Financial Reports, financial statements, and that accounts are maintained giving the facts of all expenditures related to the project ▪ Working with the War Child Canada’s procurement department, ensure that all procurements under the project are made following War Child Canada and GAC prescribed procedures.
	<p>3. Project Monitoring & Reporting Tasks</p> <ul style="list-style-type: none"> ▪ Working with the War Child Canada Monitoring and Evaluation Manager, ensure that project monitoring activities are carried out efficiently, on time and in a transparent manner. ▪ Coordinate the preparation of quarterly and annual work plans to be submitted for review by the M&E Manager. ▪ Supervise all the activities of the GfS project, including its field activities. ▪ Coordinate the preparation of monthly, quarterly, and annual progress reports to be submitted for the review by the M&E Manager and Head of Programs as well as the HQ program colleagues. ▪ Plan, organize and coordinate the conduct of periodic review meetings including mid-term review and end of project evaluation and reporting
	<p>4. Communication and Promotion Tasks:</p> <ul style="list-style-type: none"> • Working with the project Education Specialist, HQ Program Manager and Communications staff and the Country Director, generate innovative strategies for promoting the GfS project in government at national and sub-national level, among non-state stakeholders as well as among donors, • In consultation with the project management team, develop strategies for expanding the participation of stakeholders in the GfS as well as financial support.
	<p>5. Management, Administration and Coordination Tasks</p> <ul style="list-style-type: none"> • Overall responsible for human resource management of GfS project officers. • Responsible for performance-based management, supervision, and capacity development of project staff, including identification of capacity building needs of project partners. • Co-ordinate and work with relevant sector ministries, States, Counties, Development Partners, non-governmental organizations, in order to ensure the smooth execution of the project activities.



	<ul style="list-style-type: none"> • In liaison with the program management of Oxfam, local partners, and the ministry of education, ensure that the GfS program management team meets and performs the stipulated functions. • Participate as an observer in the GfS Steering Committee to present/provide information and make clarifications as and when required. • Liaise and coordinate with the Education focal person at the Canadian Embassy in Juba and the team for the project for smooth execution of the project activities. • Establish effective management systems and procedures for maintenance and security of projects assets. • • Manage and mitigate risk. Ensure quarterly updates of project risk management plan. Ensure compliance in donor terms including oversight of partner budgets, finance, and administration, and reporting to the donor. • Plan and organize regular meetings with the local partners to draw lessons, share experiences and monitor progress of the project • In charge of project administration including advising the appropriate authorities on the authorization of disbursements from the GfS resources. • Perform any other duties as may be assigned by the Project Management Committee from time to time.
Qualifications	<p>Knowledge and Skills</p> <ul style="list-style-type: none"> ▪ At least 5 years progressive management experience working in education, protection, or related discipline. A bachelor's degree in international development, education, gender, rural development or related area. ▪ Strong team-oriented personality & previous experience working in a team environment ▪ Local languages used within project sites including any of Dinka, Shilluk, Jur, Balanda, Dogo, Arabic ▪ Strong background in program management with multi-stakeholders in insecure environments ▪ Ability to establish a viable network of civil society among different sectors (health, education, business, legal, finance, etc) throughout South Sudan. ▪ An effective communicator and can connect with people from different walks of life. ▪ Has deep knowledge of gender and human rights principles and can provide practical and theoretical training to diverse stakeholders. ▪ Knowledge of and commitment to child safeguarding and prevention of sexual exploitation and abuse principles
Travel Required	Occasional field travel may be required



Application process	<p>Interested applicants are invited to send a curriculum vitae and an accompanying cover letter electronically to:</p> <p>Email: SouthSudan@warchild.ca</p> <p>Please ensure your application email has the subject heading of ‘Project Manager – [insert your name]’</p> <p>Only those applicants selected for an interview will be notified. No phone calls please. War Child Canada is an equal opportunity employer.</p> <p>War Child Canada 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 War Child Canada’s Child Safeguarding Policy, including appropriate reference and security checks.</p> <p>For more information about War Child Canada, please visit www.warchild.ca</p>
Deadline	Deadline for applications 30 th August 2022

