

SD-H-3
Approved by Senior Inspector
MOL IRSSUT
05/03/2025



VACANCY ANNOUNCEMENT

Project Assistant - Food security and livelihood (Open to South Sudanese Nationals)	
Location :	Magwi, EES, SOUTH SUDAN
Application Deadline	27-MARCH-2025 (04:00 PM Central African time)
Type of Contract :	Regular
Post Level :	National Position
Languages Required:	English, Luo
Starting Date :	April 2025
Duration of Contract :	9 months (With possibility of renewal subject to satisfactory performance and donor funding)

Background

The Child Relief and Support Organization (CRSO) is a non discriminating national non-governmental organization that works for the protection of children's rights and their families.

CRSO's mission is the protection of children at risk of harm, as well as the prevention of any form of abuse, violence and exploitation.

Together with interventions aimed at helping **children** in distress, abandoned or victims of abuses, CRSO supports programs of emergency relief and sustainable development in the field of health, education, Protection, Food Security and Livelihoods, Water, Sanitation and hygiene promotion and Relief/Emmergency responses.

CRSO is in the process of hiring Food Security and Livelihoods Project Assistant. Under the overall guidance and directly reporting to the Programme Manager, the Food Security and livelihoods Project Assistant shall be responsible for the planning, implementation, monitoring and evaluation of an anticipated 'Integrated Livelihood and Education Response in Magwi County in accordance with the project documents and donor requirements, detailed in the duties and responsibility section.

Duties and Responsibilities

The FSL Project Assistant is part of the key project implementation team at the field level and will be required to execute his/her roles with diligence, expertise and tact towards the achievement of project objectives, CRSO aspirations and our vision for children.

The FSL Project Assistant will work with the Programme Manager, Community based facilitators, Community Animators, County Department of Agriculture and the target communities to ensure that project activities comply with Ministry of Agriculture and other Food Security Response guidelines including SPHERE standards. He/she will be responsible to contribute to the implementation of all the project activities in the project location in addition to maintaining the relation between CRSO and different stakeholders on the ground in order to achieve all the intended objectives under this project. More specifically, the FSL Project Assistant will be responsible for the following:

- Implementing all activities under the livelihoods portfolio in the project location, in line with all livelihoods tools, policies and procedures;
- Conduct livelihoods assessments including labour market, capacity/skills assessments, gender analysis value chain analysis and supply chain mapping, under the guidance of the programme Manager.
- In coordination with other teams, assist in the identification and selection of individuals for livelihoods assistance, in line with project guidelines
- In collaboration with the programme manager, take some responsibilities for ensuring understanding and compliance amongst project staff to security and health and policy, and any accidents or potential incidents are recorded
- Responsible for induction of his/her own staff, ensuring their familiarity with CRSO's mandate, values, Quality Standards, policies and programme objectives and their individual responsibilities in upholding these standards and policies.
- Identify key stakeholders and build relationships with local authorities, associations, Unions, and other locally active actors to implement the SF supported livelihoods project;
- Support selected beneficiaries by facilitating orientation meetings and/or business trainings and/or counseling as necessary and provide support to them in the formulation of their business plans;
- Follow up with the field teams to quality check data and service delivery and follow up with the work plans and make recommendations where necessary;
- Support the MEAL team in organizing and conducting satisfaction and feedback surveys in order to improve future livelihoods projects;
- Take a role in the reporting of the project activities and maintaining the related activities and beneficiaries' data as per the donor rules and regulations;
- Participate in all meetings and events related to the project in the project location, including meetings with local authorities, coordination meetings, support during donor visits and any other related activities.
- Provide inputs and feedback to reporting
- Perform such other duties as may be assigned by the supervisor.



Impact of results

The key results have an impact on the overall efficient execution of Project administration and logistical services and consequently, result in the success of the project.

Competencies

Corporate Competencies:

- Demonstrated high moral integrity by modeling CRSO's values and ethical standards.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.

Functional competencies:

Project Management and learning

- Shares knowledge and experience.
- Demonstrated experience in capacity building, monitoring and reporting

Leadership and Self-Management

- Positive, constructive attitude;
- Strong oral and written communication skills;
- Exhibits openness to change and ability to manage complexities;
- Ability to work and act under pressure with tight deadlines and with discretion in politically sensitive environment with a minimum of comfort;
- Ready to work independently;
- Responds positively to critical feedback and differing points of view;
- Solicits feedback from staff about the impact of his/her own behavior.

Required Skills and Experience

Education:

- Bachelor's degree, Diploma or equivalent in Agriculture sector; livelihoods, food security, and/or emergency livelihood/food security intervention

Experience:

- At least 2-3 years of progressive work experience in implementing education/child protection project;
- Proven ability to work with multiple partners such as the Government, NGOs, local government, UN agencies, etc.;
- Knowledge of project planning, project finance, and project management procedures that CRSO follows will be a strong asset;



- Good understanding of the socio-economic, cultural and political contexts of South Sudan.
- Good knowledge of computer including Ms Office, spreadsheets, and power point.

Language:

- Proficiency in English both reading and writing is essential.
- Knowledge of Juba Arabic/Luo language is an added advantage

Application process and procedure:

- Please submit a detailed CV with supportive documents as well as an application letter with an explanation as to why you would be the best candidate for the position and why you would like to work with CRSO.
- Please ensure you include contact details for three references; one of these should be your current or most recent employer.
- Applications must be submitted by **27th March 2025** by email to geofreyiga2@gmail.com Copy hakim.crso@gmail.com. Please indicate the position you are applying for in the email title. Email applications are **strongly preferred** and your email will be acknowledged. If impossible by email, please drop applications at the Security gate, Magwi field office, Magwi town during office hours. Alternatively, applications can be submitted to CRSO head office located at Hamza Inn compound, Juba town.
- Only short-listed candidates will be contacted, by e-mail or by phone.

CRSO is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidentiality.

As a child-centered community development organization, CRSO is committed to the well-being of children and supports the Convention of the Rights of the Child. Therefore, CRSO does not tolerate sexual exploitation and abuse and any kind of harassment, including sexual harassment, and discrimination. All selected candidates will, therefore, undergo rigorous reference and background checks.

