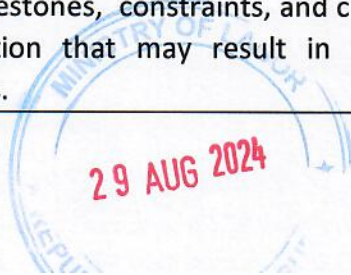


Where childhood thrives, war does not.

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 (WCC) 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 Geared for Success (GFS) project is an ongoing six-year, gender-responsive initiative aimed at enhancing equitable and inclusive learning outcomes for refugee, internally displaced and host community children and youth, particularly girls and adolescent girls, living in South Sudan and Uganda. Funded by Global Affairs Canada (GAC), the project is part of the "Together for Learning" campaign, supporting community-based organizations with financial and technical support in order to enhance their programming aimed at enabling access to gender-responsive education for refugee, internally displaced and host community children in targeted communities.</p> <p>The project is implemented by WCC, Oxfam, and six community-based organizations in South Sudan and Uganda. In South Sudan, the project is implemented by three organizations:</p> <p>Upper Nile Youth Development Association (UNYDA), Hope Agency for Relief and Development (HARD), and Care for Children and Old Age in South Sudan (CCOSS). Project activities in South Sudan are implemented in Wau, Malakal, and Awerial counties.</p>



<p>Position summary</p>	<p>Working collaboratively with a dedicated team of project staff including project manager, compliance managers, and technical experts from WCC, Oxfam, and community-based organizations, the Project Manager will be responsible for the successful implementation of the Geared for Success project in South Sudan. The Project Manager will support the GFS project throughout the project life cycle including planning and monitoring of project activities, financial management, reporting, and stakeholder management.</p> <p>The Project Manager takes a proactive, flexible approach and a desire to learn from colleagues, in providing coordination and management of the day to day implementation of the project in South Sudan with, colleagues, partners and other project stakeholders as well as wider coordination and collaboration with GFS colleagues in Uganda is critical to success. The Project Manager will play key role in developing positive working relationships within the project team and external partners such as Oxfam, CBOs, communities, teachers, the Ministry of General Education & Instructions, Education Cluster, National Education Council, etc.</p>
<p>Responsibilities</p>	<p>Subject to change based on the Project Manager's requirements</p>
	<p>1. Project Management and Implementation:</p> <ul style="list-style-type: none"> • Manage all project activities as per identified goals, objectives, and operating principles and within established budgets, timeframes, and compliance requirements • Contribute to the development of project implementation plans, strategies, annual workplans, budget forecasting, narrative reporting, project agreements, contracts and MoUs. • Maintain effective project management and tracking tools, ensure real-time access to key information on the GFS project, and identify opportunities to strengthen and improve project effectiveness and efficiency. • Provide financial management oversight and sound budgeting in collaboration with the project's compliance team • Monitor project implementation to ensure that all project activities are carried out as planned and adhere to the project implementation plan and WCC and donor policies and procedures. • Provide ongoing guidance and regular updates to WCC HQ regarding project activities and milestones, constraints, and changes or challenges to project implementation that may result in delays or damaged stakeholder relationships.



- Oversee staff within portfolio, providing technical direction and performance management oversight to the team
- Oversee knowledge transfer, including appropriate documentation and information management.
- Liaise, represent, and maintain positive and productive relationships with WCC colleagues and external stakeholders including Oxfam, community-based organizations, project participants and communities, government line ministries, etc.
 - Lead country project team and provide hands on inputs to develop the Annual Operational Plans as per the approved proposal, to guide and monitor the implementation.
 - 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

- **Financial Management and Operations:**

- Ensure accurate annual and cumulative project budgeting and accurate and timely monitoring of project spending as a key contribution to WCC financial operations.
- With all due diligence and efficiency, apply appropriate administrative, financial and technical management methods, be responsible for overseeing the use of GFS financial resources including the grants to project partners and working closely with the War Child Canada finance Officer/Manager. Serve as the primary in-country budget holder for GFS. Approve (within budget approval limits) use of GFS funds ensuring appropriate budget lines are used. Budget line codes must be indicated on all expenses for finance team's use.
- Ensure that GFS resources are incorporated in the monthly cash requests and War Child Canada Country budget Review and update forecasts through the monthly cash requests.
- Support and work closely with the Finance team to prepare necessary documentation including but not limited to Interim Financial Reports, financial statements, and to ensure that accounts are maintained and well aligned to project realities..
- Work with the WCC procurement staff to ensure that all procurements under the project are made following War Child Canada and GAC prescribed procedures.

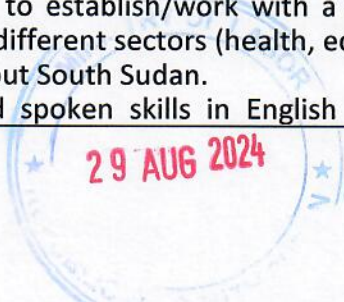


	<p>2. Monitoring, Evaluation, Accountability and Learning:</p> <ul style="list-style-type: none"> ▪ Working with the WCC Monitoring and Evaluation Manager, to ensure high-quality programming that achieves impact through consistent focus on monitoring, evaluation, accountability and learning in project planning and implementation. ▪ In collaboration with M&E colleagues, support the development and implementation of appropriate monitoring and evaluation plans ▪ Ensure the collection of project data by project officers and the delivery of data to M&E team for analysis and tracking ▪ 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 field activities. ▪ Coordinate and contribute to the preparation of monthly, quarterly, and annual progress reports ▪ Plan, organize, coordinate, and conduct periodic review meetings including mid-term review and end of project evaluation and reporting ▪ Arrange regular, documented project team meetings to discuss and plan project objectives and to improve exchange on best practice and lessons learned. ▪ Plan and organize regular meetings with the local partners to draw lessons, share experiences and monitor progress of the project
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	<p>3. Representation and Communications:</p> <ul style="list-style-type: none"> • Liaise, represent, and maintain positive and productive relationships with WCC colleagues and external stakeholders including Oxfam, community-based organizations, project participants and communities, government line ministries, etc. • Working with the project Education Specialist, HQ Program Manager and Communications staff and the Country Director, to 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 GFS as well as financial support. • Engage in organizational and project processes including team meetings, working groups, and committees and assigned. • Support public engagement and communications activities, providing information and input for communications materials (e.g. WCC website, social media, fact sheets, etc.).
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	<p>4. 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. • Participate as an observer in the GFS Steering Committee to present/provide information and make clarifications as and when required. • 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. • Perform any other duties as may be assigned by the Project Management Committee from time to time.
<p>Qualifications</p>	<p>Knowledge and Skills</p> <ul style="list-style-type: none"> ▪ At least 5 years progressive management experience working in the field education, protection, or related discipline. A bachelor's degree in international development, education, gender, rural development or any other related area. ▪ Extensive experience in project management, preferably with multi-stakeholders in the international development / humanitarian context. ▪ Excellent organizational and administrative skills, backed by demonstrated experience in organizing and managing information & data (coordinating with M&E colleagues), and accountability processes (contract compliance including financial and narrative reporting) ▪ Demonstrated contributions to the development of monitoring tools and evaluation design, and participation in interpretation of findings. ▪ Strong computer skills in word processing, Excel spreadsheets (for financial and data management purposes), electronic mail and database systems. ▪ Strong knowledge of gender and human rights principles and can provide practical and theoretical training to diverse stakeholders. ▪ Strong interpersonal and team skills with a demonstrated capacity to work in both a self-directed manner and collaboratively with other staff and stakeholders. ▪ An effective communicator with demonstrated capacity to work effectively in a wide range of cultural social, and political settings. ▪ Demonstrated ability to establish/work with a network of civil society organisations among different sectors (health, education, business, legal, finance, etc) throughout South Sudan. ▪ Excellent written and spoken skills in English are required, including



	<p>strong analytical and report-writing capability.</p> <ul style="list-style-type: none"> ▪ Local languages used within project sites including any of Dinka, Shilluk, Jur, Balanda, Dogo, Arabic ▪ Knowledge of and commitment to child safeguarding and prevention of sexual exploitation and abuse principles. ▪ Willingness to sign and abide the WCC Code of Conduct.
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	Applications will be reviewed on rolling basis but Deadline 18 th September 2024

