



Approved

DEPARTMENT of LABOUR
DATE: 11/04/22
Wilson Damm
D/Labour

Catholic Medical Mission Board

Child Protection and GBV Project Manager Job Description

Position Title: Child Protection and GBV Project Manager
Department: Program
Location: Yambio/Field
Reports: Program Director
Duration: 6 months (Could be renewed subject to funding and performance)
Date: April 11, 2022

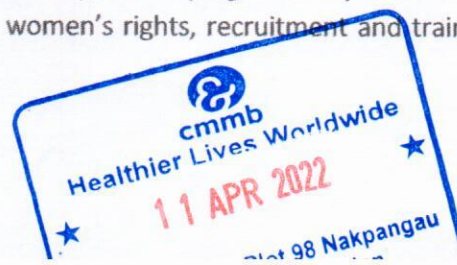
About CMMB

Catholic Medical Mission Board (CMMB) is an international development organization that believes in a world in which every human life is valued, and health and human dignity are shared by all. We believe that access to quality healthcare is a basic human right. For nearly 110 years, we have worked with global partners to deliver locally sustainable, quality healthcare solutions to women, children, and their communities. For further information on CMMB South Sudan, visit our webpage at www.cmmb.org.

CMMB has been working in South Sudan for over a decade providing a package of integrated health services to vulnerable populations through its Children And Mothers Partnerships (CHAMPS). CHAMPS focuses on redressing issues that affect the health and wellbeing of mothers, children, and newborns. CMMB supports the Ministry of Health (MOH), working with other health partners, to provide: (a) a continuum of care through integrated health services (MNCH, nutrition, WASH, Child Protection, and GBV) and health infrastructure strengthening in the community, facility, County and State levels; (b) health workforce capacity strengthening through on the job mentoring and training, as well as leveraging CMMB's international volunteer program; and (c) Health Information System strengthening through transitioning from paper-based data collection and reporting to more accurate and timely electronic systems, reproducing and disseminating health registers and training of SMOH data clerks. CMMB also promotes equal access to basic essential medicine through its medical donation program. Finally, CMMB supports the MOH in the expansion of the Covid-19 vaccine coverage across four States in the Country and has been particularly successful in increasing uptake, especially among hesitant groups.

Job Summary

Catholic Medical Mission Board has been operational in Western Equatoria, South Sudan since October 2009. With a focus on development and transitional programming, CMMB is implementing Health with a focus on Neonatal and Child Health, Nutrition, WASH, Child Protection, and GBV as well as COVID19 vaccination programs in 5 Counties in Western Equatoria, South Sudan. The Child Protection and GBV Project Manager will be responsible for coordinating and supervising the implementation of all project activities, including daily management of project activities and project staff, ensuring the overall quality of psychosocial service delivery, developing, and implementing innovative community mobilization training, and activities on children's and women's rights, recruitment and training of national staff and assuring smooth functioning of the field project site.



Responsibilities and tasks

1. Project Planning and Implementation

- Manage and lead the Child Protection and GBV program, including any emergency funding, working closely with the Program Director, Strategic Information Manager and stake holders including the donor at field level, the respective State Ministry Authorities and the Community leaders.
- Work closely with the Program Director in the design, planning and implementation of the program, taking the lead in setting the work plan, procurement plan and reporting schedules, for effective and timely implementation.
- Oversee the implementation of project activities and ensure that stated goals, objectives and targets are met, and performance is strengthened across the different components of the program, in line with CMMB's strategic objectives as well as to the satisfaction of the communities and the donor.
- Work closely with key stakeholders to ensure agreed common standards, tools, practices and procedures for program planning, implementation, monitoring and evaluation/learning are correctly applied and the resulting data used to inform analysis and decision making on a regular basis.
- Work with the Procurement and Finance teams to develop, monitor and review expenditure and procurement plans to guide the implementation of the approved plan. Support the field teams in the implementation of the plans, ensuring compliance with donor regulations.
- Provide recommendations and interventions to correct and identify deviations that impact budget adherence to the field manager and the grant manager and recommend grant and budget revisions in consultations with the Program Director and grants manager to the donor.
- Work closely with other CMMB programs, ensuring opportunities for integration are adapted to increase impact and sustainability in a cost-effective manner.
- Plan and organize regular meetings with the project staff to draw lessons, share experiences and monitor the progress of the project. Ensure integrative programming approach with other sectors and staff
- Proactively represent CMMB in Protection coordination structures mainly the Protection Cluster, the Child Protection Sub-Cluster and the GBV Sub-Cluster, ensuring CMMB's role as the referral organization in parts of Western Equatoria is well supported and reported.
- Work closely with the staff, HR Manager, Strategic information Manager and the community to fully implement the complaints and feedback mechanism effectively, ensuring received reports are addressed within the recommended time and successfully followed up to closure.
- Ensure adherence with high quality and timely donor reporting for both online reporting of data and the narrative and financial reporting, as well as the monthly internal reporting and quarterly review meetings.

Personnel Management:



- **Manage and supervise staff ensuring their well being and safety is given priority at all times, that they have the necessary tools and resources required to undertake their responsibilities and they are mentored and supported through an effective learning framework to improve their capacity to deliver.**
- **Work with the HR Manager to ensure all staff have completed their individual performance planning objectives and appraisal forms and submitted on time.**
- **Work with the respective heads of departments to ensure compliance with CMMB's values as well as policies and practices, especially the Human Resources code of conduct policy, the Prevention of Sexual Exploitation and Abuse policy and the child safeguarding policy, the finance including Anti-fraud policy and the procurement policy.**

2. Skills and Abilities

- **Ability to set ambitious practical goals for themselves and achieve them**
- **Ability to work independently and hold themselves accountable to decisions made, resources managed and expected deliverables**
- **Ability to hold partners accountable to their responsibilities for the successful implementation of the program**
- **Creative and innovative where necessary, for timely, cost-effective and high impact achievements**
- **Approachable, a good listener and able to channel a diversity of ideas into a successful program**
- **Honest, open and transparent, adhering to organizational policies as applicable.**
- **Excellent communication skills with a strong command of the English language; Local Arabic language skills required.**

3. Qualifications and Competencies.

- **At least 3 years' experience managing Child protection and GBV programs in a complex setting**
- **A bachelor's degree in a relevant field required.**
- **Minimum 3-5 years' NGO experience successfully managing programs in the field.**
- **Experience strengthening capacities of both staff and communities involved in the protection programming**
- **Experience managing programs remotely in complex settings**
- **Emergency protection experience, in particular child protection and psychosocial response, developing and conducting culturally appropriate awareness-raising and skill-building campaigns, particularly related to children's rights and/or women's rights and empowerment.**
- **Understanding and experience with monitoring & evaluation techniques**
- **Demonstrated proficiency with the MS Office software (i.e., Word, Excel, PowerPoint) is required.**



- Willingness to travel and sometimes to be based in a remote field location

4. How to apply

Please submit your CV and covering letter addressed to CMMB South Sudan at the following email address: CMMBSouthSudanjobs@cmmmb.org by latest the 22nd of April, 2022. If interested, please apply as soon as possible, as we will be evaluating applications as they come in. We encourage qualified female candidates to apply. For further information please reach out to the Human Resource Manager at Tel: +211 929490045.

