

Handicap International

Job Profile-MEAL Manager

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 Approved by Senior Inspectors
 MOHAMED ABOUR
 17/06/2022
 17 JUN 2022
 REPUBLIC OF SOUTH SUDAN, JIIRA

Title: MEAL Manager
 Reporting to: Program Director (Country Director)
 Contract Type: Fixed Term Contract
 Advert running from: 17th, June 2022 until 6th July 2022

ASSIGNMENT/JOB DESCRIPTION

The South Sudan MEAL Manager is responsible for the MEAL and information management (IM) teams working in his or her geographical area of responsibility and is the direct line-manager of at least two MEAL Officers, one IM Officer and all the MEAL and IM teams working in his or her geographical area. He or she is in charge of deploying HI's MEAL and IM standards on his or her program and ensuring their application. The overall coherency of the projects and their quality control is ensured by the MEAL department and the Technical Unit. In this framework, the main duties will be:

CHAIN OF COMMAND

Under the authority of:
 Country Director

Responsible for:
 The full expatriate and national team within the area of intervention

WORKING RELATIONS

Internal:

- Operations Manager
- Programme Development Manager
- Country and Area Finance Department
- Country and Area Administration
- Country and Area Logistics department
- Country and Area Security Focal Points
- Project Managers

External:

- Donors
- National Authorities
- National and International Partners (including working groups and coordination bodies)
- National and provincial Media

INFORMATION ON THE CONTEXT

Protracted conflict in South Sudan has contributed to an extended humanitarian crisis, which has been exacerbated by unusually high levels of flooding and the COVID-19 pandemic. Although conflict has reduced between parties to the Revitalized-Agreement on the Resolution of Conflict in the Republic of South Sudan (R-ARCSS), violence has continued in many pockets of the country, threatening to reverse gains made at the national level since the peace deal was signed in September 2018.

The South Sudan HRP was launched in March 2022, it indicates 8.9 million people, including refugees, will need humanitarian and protection assistance this year. Among them, an estimated 8.3 million people are expected to experience severe food insecurity by the peak of the lean season from May to July. SOI-2 focus on immediate and emergency needs, specifically in high-priority locations, for HI this includes Bentiu and Aweil South (priority-2) including Pibor (priority-1).

To date, there have been 17,301 confirmed cases of COVID-19 with 138 deaths, reported to WHO in South Sudan. Vaccination rates remain low. As of Feb 28th, only 2.6% of the population has been fully vaccinated. The Government lifted the mandatory quarantine to all fully vaccinated persons.



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The humanitarian access environment remained challenging, with continuous outbreaks of sub-national violence in Unity, Jonglei, and Warrap states. Military operations in parts of Central Equatoria against organized armed groups continued to displace people, making it difficult to reach them. Bureaucratic impediments and operational interference remained a challenge for humanitarians. During the reporting period, cattle migrations into Central and Eastern Equatoria continued to cause tensions between cattle keepers and hosts, leading to growing insecurity, population displacement, and exacerbated humanitarian needs

A) BACKGROUND TO HUMANITY & INCLUSION AND COUNTRY MISSION

Humanity and Inclusion -HI (the new name and re-branding of Handicap International since January 2018) was founded in France in 1982. In 2009, the HI Federation was established in Brussels. The membership of the Federation has since expanded to 8 countries, namely; France, Belgium, UK, USA, Germany, Switzerland, Luxembourg and Canada. HI vision asserts: "Outraged by the injustice faced by people with disabilities and vulnerable populations, we, aspire to a world of solidarity and inclusion, enriched by our differences, where everyone can live in dignity". HI is an independent and impartial aid and development organization working in situations of poverty and exclusion, conflict and disaster. We work alongside disabled and vulnerable people to help meet their essential needs, improve their living conditions and promote respect for their dignity and fundamental rights. Currently, HI is present in at least 55 countries, with its humanitarian programs reaching at least 2 million people. In 1997, HI along with other partners was awarded the Nobel Peace Prize for its international campaigns to ban landmines sale and use. For further information about HI please visit: <https://hi.org/> and <http://www.hi-us.org/> and <https://humanity-inclusion.org.uk/en>

B) INFORMATION ON THE CONTEXT OF THE MISSION

HI has been operating in South Sudan since 2006, implementing emergency and development actions aimed at improving protection, quality of life, and the promotion of rights of vulnerable individuals, including people with disabilities. HI's current portfolio adopts an integrated and multi-sectoral approach which includes interventions centred on MHPSS, Protection, Functional Rehabilitation and livelihoods with disability inclusion a cross-cutting theme across all programmes. In 2021, HI established a base in the greater Unity, which remains among the most conflict and disability affected states of the country. The operational context in South Sudan today is considered largely humanitarian/emergency while phasing in resilience programming. The ongoing peace initiatives if they succeed might result in huge population movements of returnees (both IDPs and refugees) across the country.

HI current programs are funded by FCDO, MOFA Luxembourg, South Sudan humanitarian Fund(SSHF) and Centre de Crisis. As part of its strategy, HI South Sudan is repositioning to deepen programming in Protection, to expand program interventions in Health (MHPSS, reproduction health and physical rehabilitation) as well as inclusion in humanitarian action, livelihood and to undertake innovative programming in Education in emergency. HI works in close collaboration with the South Sudan Humanitarian Clusters (Health, Protection, Food Security & Livelihoods and Education), UN agencies and Government departments (Health, Agriculture, Education, Gender and Youth, and Relief & Rehabilitation Commission). HI is also an active member of the South Sudan NGO Forum, Health. The mission currently employs 09 international and 70 national staff, working from the coordination office in Juba, field office in Yei, Pibor, Bentiu, Aweil South and a mobile response team covering multiple locations across the country.

MAIN RESPONSIBILITIES



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1: Management

- Manager as a role model: embodies HI's values on a daily basis.
- Manager as coach for meaning: understands the strategy, makes it explicit, translates it into operational objectives for his or her team, leads the necessary changes. Gives meaning to each management action. Encourages inter and intra departmental exchanges of practice. Encourages innovation and risk-taking.
- Operational manager: organizes the operational management of his or her team, structures the work around identified processes, steers performance and facilitates the resolution of problems.
- Manager 1st HR & Coach: contributes to the development of his or her staff, creating the conditions for their commitment, professionalism and attachment to HI. Ensures compliance with the code of conduct of institutional policies, the state of mind and the expected individual and collective behavior.

2: Strategy and steering

- Helps with the development of operational strategy (StratOp) in line with HI strategy, StraTechs and Development plans (notably 3I and Emergency), including the development of the StratOp monitoring tool;
- Defines and oversees the programme's MEAL action plan;
- Drives the performance of his or her service.

3: Standards and expertise

- Is responsible for defining systems for monitoring, data collection, information management, evaluation, accountability to populations, learning and knowledge management that are adapted to the context of intervention and ensure compliance with HI standards;
- Ensures that the systems put in place on the various projects are consistent with each other and with HI's frameworks and standards and enable the consolidation of information for use in the programme's global management.

4: Operational implementation

Responsibility 1: Contributes towards improving HI's response within his/her geographical scope

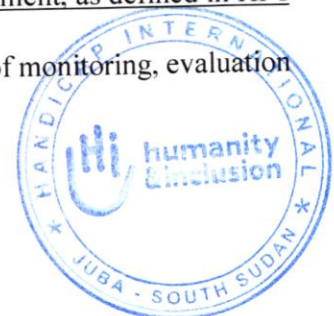
- Is responsible for the implementation of tools for measuring outcomes and impact that facilitate decision-making, learning and accountability;
- Is responsible for putting in place a system for ensuring accountability towards populations;
- Contributes towards the articulation and application of HI's institutional policies and crosscutting approaches;

Responsibility 2: Contributes towards defining and improving the quality of projects in line with HI's global frameworks and technical standards

- Provides technical support to the technical specialists in establishing quality indicators, monitoring methods and data collection tools;
- Contributes to the design and drafting of project proposals;
- Is responsible for ensuring that regular project evaluations take place.

Responsibility 3: Contributes towards improving the quality of project management, as defined in HI's Project Planning, Monitoring and Evaluation (PME) policy

- Provides technical support to the project teams for the implementation of monitoring, evaluation and accountability tools and methods;



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- Provides technical support to operations managers, country managers and project managers for the application of PME policy and verifies its application.

Responsibility 4: Contributes towards the ownership of learning frameworks and methodologies by the programmes and by HI in general

- Is responsible, for implementing processes and methods for collecting, analyzing, modelling and ownership of the knowledge produced;
- Proposes an analysis of the information collected and the knowledge produced to strengthen collective learning;
- Ensures the continuous improvement of learning frameworks and methodologies;
- Ensures access to relevant internal and external information for all staff.

Responsibility 5: Ensures the external representation and promotion of HI's expertise in his her field.

- Represents HI's MEAL and IM expertise in all relevant regional networks;
- Contributes towards advocacy on specific subjects (notably through the consolidation of evidence-based factors) in line with the StratOp and federal advocacy priorities;
- Contributes locally to communication messages in line with the StratOp and federal communication priorities.

5: Emergency Preparedness and Response Responsibilities

- Leads the emergency preparedness actions in his/her department and, in case of emergency, reorganizes the priorities of his/her team according to the humanitarian imperative, in order to ensure HI's quick and efficient response.

PROFILE SOUGHT

	Essential	Desired
<u>Qualification(s):</u>	- University Degree in Statistics, Anthropology, Computer IT, Social Sciences or related course. Masters preferred.	
<u>Experience (type and length of experience required)</u>	<ul style="list-style-type: none"> - 3-5 years' experience in monitoring & evaluation, proven track record of implementing MEAL systems/strategies. - Solid work experience in monitoring and evaluation systems. - Experience Software designs, Data Analysis (Advanced Excel, Power BI, Tableau) Design & Use of SurveyCTO, KoBo, ODK & Digital data gathering, Creation and Using Power BI, Tableau and VBA - Solid understanding of quantitative and qualitative monitoring and evaluation methodologies, including skills in analysis, documentation and presentation of complex data/information. - Good understanding of both qualitative and quantitative research methods and 	<ul style="list-style-type: none"> - Previous coordination experience (Field, Project, Admin, Log) - Experience Using Multiple Programming language for Customize Application for Data Management.in data management, statistical data analysis, monitoring and evaluation of emergency or resilience programmes in conflict or post conflict setting with NGO or UN Agency. - Experience of conducting and/or commissioning MEAL training.



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	<ul style="list-style-type: none"> - Have sound experience working on research components in development projects - Experience in designing and implementing technology based MEAL system/processes. 	
<p><u>Competencies</u> (knowledge, capacities required for the post, see guidelines on post-related capacities):</p>	<ul style="list-style-type: none"> - Sound data management, analytical skills and strong report writing skills. - Ability to analyse information, evaluate options and to think and plan strategically. - Ability to present complex information in a succinct and compelling manner, and to use innovative forms of communication. - Strong research skills for both quantitative as well as qualitative parts - Fluency in written and spoken English. Politically and culturally sensitive with qualities of patience, tact and diplomacy; capacity and willingness to be flexible and accommodating in difficult working circumstances. - Good IT skills is beneficial. 	
<p><u>Personal qualities:</u></p>	<ul style="list-style-type: none"> - Excellent communication skills - Ability to work independently and as a member of a team - Flexibility 	

HOW TO APPLY

Qualified Applicant is required to submit his/her motivation letter and CV of not more than 5 pages clearly explaining how you qualify for this position.

You can submit your CV and Cover Letter to:

Human Resources and Administration Department, Humanity and Inclusion, Juba Office: Plot No 298, 3K South Hai Juba Na Bari, Tongpiny opposite Indian Embassy not later than July 6th 2022 or my email to recruitment@southsudan.hi.org

This is a **National recruitment**

Humanity and Inclusion is an equal employer and encourages applications from qualified Female candidates and persons with disabilities.

