



Vacancy Announcement

Job Title:	Capacity Building Project Manager (CSO Support and Peacebuilding)
Band / Level / Grade:	7B
Department:	Governance and Systems Strengthening
Location:	Juba (40%), Roving (60%)
Overtime Eligible: (per local law)	Exempt



About IRC: The International Rescue Committee responds to the world's worst humanitarian crises and helps people to survive and rebuild their lives. Founded in 1933 at the request of Albert Einstein, IRC offers life-saving care and life-changing assistance to refugees forced to flee from war or disaster. At work today in more than 40 countries and in 22 U.S. cities, IRC restores safety, dignity and hope to millions who are uprooted by conflict or disaster. IRC leads the way from harm to home.

IRC has operated in South Sudan for over 30 years now delivering humanitarian relief, post-conflict assistance, and development programs in refugees, internally displaced and host community settings. IRC operates in 9 field offices including in Juba with program portfolio covering health, nutrition, child protection, economic recovery and development (ERD)/livelihoods, women's protection and empowerment and general protection. IRC continues to provide life-saving assistance and humanitarian aid to vulnerable South Sudanese, trying to rebuild their lives and restore peace. The IRC's new strategy in South Sudan will prioritize improving the voice of people to lead their own recovery and development, health, safety, and economic well-being, targeting women, children, and other vulnerable groups.

Job Overview/Summary: The IRC seeks a Capacity Building Project (Peacebuilding) Manager to implement an anticipated Civil Society Engagement for Sustainable Peace project in South Sudan. The project aims to enhance and sustain the long-term impact of South Sudanese civil society in national and local peace processes. The project brings together the implementation capacity and experience of the International Rescue Committee (IRC) with South Sudanese partner to deliver a conflict-sensitive and inclusive approach to peace building. Under the supervision of the Governance and Rights Coordinator the manager will be responsible for managing the day-to-day relationships and coordination with local partner and CSOs, peacebuilding actors, authorities, and community groups. The manager will supervise key staff and ensure accountability to IRC policies and donor rules and regulations, while working closely with the national partner organization to strengthen capacity and ensure achievement of program results. The ideal candidate for this position should have strong management skills, knowledge and experience in identifying and being able to work with the civil society, peace building actors and relevant national, state, and local governance systems, and community groups.

Major Responsibilities:

Program Growth, Management and Technical Oversight

- Support in the design of an integrated governance and system strengthening strategy in support of the country program strategic plan.
- Support with proposal development within the Governance sector including through designing, and writing quality proposals, while supporting integration of governance and peaceful coexistence initiatives in integrated programs.
- Ensure that program implementation is responsive to communities, the civil society, and partners and consistent with the IRC's relevant program guidelines, principles, values, and quality standards.
- Develop, or adapt existing, training materials on conflict sensitivity, advocacy and lobbying, early warning systems, civil society engagement and other related topics that will be covered in project trainings.
- Contribute to key project and program assessment design including Political Economy Analysis and Civil Society Mapping.
- Facilitate organizational capacity assessments and capacity sharing for CSOs.
- Lead project implementation strategies, procedures, work plans and donor requirements to achieve project deliverables.
- Ensure that project targets are met according to the implementation work-plan. This includes being responsible for the quality of periodical reports/ updates and grants tracking system by ensuring that project records are kept up to date.
- Ensure-high quality IRC and donor reports on activities, indicators, achievements and meet deadline.
- Monitor evolving needs in the target locations/ communities and adjust the programmatic priorities as necessary.

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- Document and disseminate learning generated through project implementation with relevant sector counterparts in the project target areas.
- Promote a culture of learning between programs through consistent sharing of M&E processes and systems in partnership with the MEAL team, establish and maintain effective program monitoring, evaluation, and reporting systems for both internal and external use and ensure high quality input is obtained from team members throughout the project time span.
- Collaborate with other IRC sectors and the Local Partner team within the targeted locations to promote integrated programming leadership.
- Work closely with HR, supply chain, procurement, transport, and IT department to ensure smooth programming and adhere to IRC operation policy.
- Ensure that all relevant financial documentation is completed and accurately as required by IRC finance policy and requirements.
- Ensure the integration of gender equality, diversity, and inclusion into programs.

Team Management and Capacity Building

- Create and sustain a work environment of mutual respect where IRC and partner team members strive to achieve excellence.
- Support team members with relevant information, tools, and resources to improve performance and reach project objectives.
- Coach, train, and mentor staff with the aim of strengthening their technical capacity, exchanging knowledge within the team, and providing professional development guidance.
- Promote accountability, communicate expectations, and provide constructive feedback informally and formally via regular one on ones and performance reviews.
- Ensure compliance with security procedures and policies as determined by the IRC country leadership.
- Proactively ensure that team members operate in a secure environment and are aware of IRC field security policies and procedures.

Coordination and Networking

- Coordinate with other program teams, area reference team leads and CSO alliances to strengthen joint planning and implementation of projects, ensure integration across sectors, and identify gaps for system strengthening.
- Coordinate with the client responsiveness teams and strengthen quality of implementation and eventually identify areas of strengthening the feedback mechanisms.
- Participate in the working groups across sectors to understand the larger context and use the knowledge to improve on IRC country program systems.
- Work closely with the state and county government to have IRC's representation in peace working group activities.

Reporting Line: Governance and System Strengthening Coordinator

Working relationship: Field Coordinator/s, Partner Project Team, IRC Project Team, Grants and Partnership Manager, Project Finance Manager (focal), IRC Program Managers, Humanitarian Safety and Security Coordinator, HR Manager, Area Reference Coordinators, etc.

Position Requirements

- Degree in Development, Policy, Governance, Economics, Public Administration, Business Administration studies, Law, or Social Science or equivalent.
- Minimum 3 years of experience in working with local partners, government, and civil society organizations in peacebuilding/ social cohesion/ durable solutions etc.
- Experience working in a humanitarian context or humanitarian projects.
- Previous experience and capacity to conduct Political Economy and Conflict Analysis, engage Civil society and Government ministries.

Skills and Competencies

- Strong program management skills, including assessment, planning, budgeting, and monitoring skills.
- Strong track record engaging civil society at various levels and diverse organizational stakeholders, developing, and implementing appropriate and targeted learning and capacity sharing activities.

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- Technical skills in systems strengthening, civil society strengthening, gender equality, peacebuilding/social cohesion, and civic engagement.
- Experience with community empowerment programming, including community driven development or other participatory development processes.
- Demonstrated strong proposal and report writing skills.
- Solid knowledge of standards for the technical area/field, operational processes and work and task flow.
- Ability to work with multi-cultural and multi-disciplinary teams.
- Excellence in oral and written communication skills in English. Knowledge in spoken Swahili will be an added advantage.
- Good organizational, interpersonal, time and people management skills.
- Relevant computer software skills (including, at a minimum, the standard applications in MS Office)
- Ability to plan work and work with minimal supervision and without compromising on deadlines or quality.

The IRC Core Values and Commitments:

Standards of Professional Conduct: The IRC and IRC workers must adhere to the values and principles outlined in IRC Way Standards for Professional Conduct. These are Integrity, Service, Accountability and Equality. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

Safeguarding policy: The IRC has a zero-tolerance policy for safeguarding violations by staff, incentive workers, visitors, sub-grantees, suppliers/sub-contractors, and implementing partners. Safeguarding at the IRC is an integral to the organizational values and ethics, and staff and associates are expected to take all reasonable steps to prevent the sexual exploitation, abuse, and harassment of any person linked to the program by both its employees and any downstream partner. The successful candidate will be subject to a thorough background check and satisfactory references.

Narrowing the Gender Gap: The International Rescue Committee is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including a flexible hour (when possible), maternity leave, transportation support, and gender-sensitive security protocols.

Equal Opportunity Employer: IRC is an Equal Opportunity Employer. IRC considers all applicants because of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable laws.

How to apply:

Interested applicants should submit a **CV with 3 references** and a copy of their **national ID** to Human Resources Juba IRC Country Head Office-Located in Goshen House 2nd floor or you can e-mail applications to SS-HR@Rescue.org not later than **25th October 2023 @ 4:30pm.**

NOTE: Only shortlisted candidates will be contacted and attach photocopies only while original will be asked at the interview panel and all the photocopies will remain the property of IRC.

CLEARLY LABEL YOUR APPLICATION, CAPACITY BUILDING PROJECT MANAGER (CSO Support & Peacebuilding)

“WOMEN, MINORTITIES AND PEOPLE LIVINING WITH DISABILITIES ARE ENCOURAGED TO APPLY”.

