

SD.H3



Job advert for Field Programme Officer for DCA South Sudan

DCA is an International Partner and Rights based organisation with a vision for a world without hunger, poverty, and oppression in its work across objectives to save lives, building resilient communities and fight extreme inequality.

At DCA we strive to secure high-quality standards for both our programme and teams support staff. The aim for our staff is to maintain a smooth running of the DCA Office with accountability, professionalism, and staff welfare as a priority, creating an efficient, open, and inspiring work environment for all.

In DCA we strive to secure high-quality standards for both our programme and support staff. The aim for our staff is to maintain a smooth running of the DCA Office with accountability, professionalism, and staff welfare as a priority, creating an efficient, open, and inspiring work environment for all.

The Programme Officer will be responsible for planning, implementing, monitoring, quality assurance, field stakeholder engagements, mentorship and capacity building of partner organizations and community groups, as well as support of other initiatives undertaken by DCA in the programme area. The position will directly work with and report to the programme manager but will be expected to work closely and coordinate with other programme and support units for smooth programme delivery. Overall, as a Programme Officer will play a key role in g contributing to the organization's mission and vision in the programme area. The incumbent will act as the field office focal person for DCA and will be responsible for ensuring effective presence and representation. The position will be based in remote locations of the Greater Upper Nile of South Sudan with minimal amenities and service.

The Role:

PURPOSE	Execute Intricate Transactions	<ul style="list-style-type: none"> • Program Planning: Work closely with the programme manager, MEAL unit and other support staff to develop detailed program plans, including goals, objectives, timelines, and budgets. • Program Implementation: Coordinating and oversee i implementation of program activities for the DCA direct interventions as well as partner implemented and other community led initiatives, ensuring that these are carried out according to plan, in compliance to donor requirements and within budget. The PO will regularly monitor progress and recommend adjustments as needed to ensure that program objectives are met. • Stakeholder Engagement: Responsible for building and maintaining field level relationships with key stakeholders, including partners, donors, and beneficiaries. Providing regular updates on program progress and addressing any concerns or issues that arise.
ENGAGEMENT	Inform	<ul style="list-style-type: none"> • Monitoring and Evaluation: Support and work closely with the MEAL unit to develop and implement monitoring and evaluation frameworks to track program performance and impact. Collecting and analyzing data to measure program outcomes and effectiveness. Using findings to inform program improvements and decision-making. • Reporting and Documentation: Preparing regular reports on program activities, progress, and outcomes. Maintaining accurate documentation of program-related information, including budgets, reports, and other records. • Team Coordination: Collaborating with cross-functional teams, including program managers, finance, and other departments, to ensure smooth coordination and execution of program activities. Providing guidance and support to program staff as needed. • Compliance and Risk Management: Ensuring that programs comply with relevant laws, regulations, and organizational policies. Identifying and mitigating risks and issues that may affect program implementation and outcomes.



DELIVERY	Prioritise and select	<ul style="list-style-type: none"> • Capacity Building: Identifying capacity gaps and providing training and support to program staff and partners to enhance their skills and knowledge related to program implementation. Provide mentorship and to CBOs, community, and other groups to actively participate and be engaged in delivering support to the wider community and persons in need. • Innovation and Improvement: Continuously seek opportunities for innovation and improvement in program design, implementation, thematic area of focus and impact. Propose and implement changes to enhance program relevancy, effectiveness, and efficiency. • Networking and Collaboration: Representing the organization at field level meetings, workshops, and other events related to the program. Building and strengthen networks and collaborations with other organizations, local authorities, and other field level stakeholders to leverage resources and enhance program outcomes.
QUALIFICATION	Masters/Degree/Certificate	<ul style="list-style-type: none"> • Expertise in similar position and at least 5 years of experience working in a field related to community and rural development. Preferred completion of a bachelors' university degree from a recognized institution in a related field (Social Sciences, Development Studies, Social Work, Business Administration, Agriculture & Agribusiness etc) • Demonstrated discipline to work and deliver results in isolated remote locations with limited supervision and support. • Understanding of multi-project sectoral programme operations and working with partner organization is desirable. • Good knowledge of the support functions and roles such as Procurement, logistic, finance and administration. • Experience mainstreaming conflict prevention into other types of projects such as livelihoods or emergency assistance. • Understanding and experience in managing safety and security situations including risk analysis, SOPs and reporting • Ability to keep work related deadlines for any scheduled activities e.g. periodic reporting. • Proactiveness in addressing concerns as well as raising any support requirements to Country Level colleagues. • Good writing and communication skills. • Fluency in English (writing and speaking) and Arabic(speaking) • Good understanding of Project Cycle Management, humanitarian, and do-no-harm principles, HRBA and Protection Mainstreaming • Experience in working with and capacity strengthening of local partners. • Team player with excellent communication and strong participatory leadership skills • Willingness to travel to remote areas. • Portable Computer abilities and literacy and experience especially MS Office applications (Word, Excel, Power Point, Outlook, etc.); • Candidate ready to embrace the four DanChurchAid values of compassion, proactive, responsible, and respectful.

The position will be field based in remote locations of greater Upper Nile Satet in South Sudan and will directly report to the Programme Manager but will as well work closely with colleagues in the programme team, the MEAL team, the implementing partners.

What we can offer you:

The successful applicant will be offered a contract till 31st December 2024 with the possibility of extension depending on both funding and performance.

Expected starting date: June 2024.



Working hours: 40 hours per week.

All DCA employee may be subject to assessments and refresher training as part of an on-going safety and personal development programme to ensure that they are as up to date on current methodologies and approaches as is reasonably possible. DCA is an equal employer, so, we encourage women and Persons with disabilities to apply.

Interested candidates should apply through: [Field Programme Officer for DCA South Sudan - Intranet DCA \(emply.com\)](#)

OR Hand delivery to DCA Country Office opposite Nile fortune Hotel, TongPing, Juba Na Bari

All interested candidates irrespective of age, gender, race, religion, sexual orientation, abilities, or ethnic affiliation are encouraged to apply for the vacancy. DCA conducts an anti-terror check as part of the recruitment process. It is a prerequisite that you can pass this check and maintain this status throughout your employment with us. Everyone applying for a job with DCA must be ready to comply with our Code of Conduct, Staff Policy on Prevention of Sexual Exploitation, Abuse and Harassment and our Child Safeguarding Policy.

Deadline for applications as described above are the June 6th, 2024. before 5:00 pm CAT

For further information regarding DCA, please visit our website at: <https://www.danchurchaid.org/>

Only applications following the abovementioned procedures will be considered and only shortlisted candidates will be contacted.

