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MLPS/HRD
M. K. K. K.
3/19/2019
03 SEP 2019
STAND / FOR THE VULNERABLE™

JOB DESCRIPTION

Position Title: Stabilization Officer
Department: Programs
Supervisor: RSRTF Project Coordinator
Work Location: Koch
Grade:

World Relief South Sudan
Hai Cinema P.O. BOX 41
Juba, South Sudan
+211 (0) 922 400 031
www.worldrelief.org

World Relief South Sudan is the South Sudanese branch of World Relief, an international non-governmental organization dedicated to partnering with the local Church, to see the most vulnerable people transformed economically, socially, and spiritually. Since 1998 World Relief has been working with the local Church to address humanitarian and development needs related to Health, Nutrition, Food Security & Livelihoods (FSL), Education, WASH (Water, Sanitation & Hygiene), Protection, Disaster Risk Reduction (DRR), and Church Empowerment.

POSITION SUMMARY

This position will support World Relief's activities under the Reconciliation, Stabilization, and Resilience Trust Fund (RSRTF) project in legacy Koch. The Stabilization Officer, under the RSRTF Project Coordinator, is responsible for implementing the activities around access to justice and support to the Chiefs' courts.

KEY RESPONSIBILITIES

- Assist in the analysis of rule of law reforms and their role in reducing conflict in the context.
- Assist the Project Coordinator (PC) in trainings on conflict resolution and governance in the communities.
- Build the capacities of the chiefs' courts, their relationship with the wider judicial system and people's access to justice through the courts.
- Support record keeping and facilitating monthly chiefs' court forum.
- Empower women leaders' groups and youth groups for representation in the forum.
- Oversee court observations of the chiefs' courts and carry out other activities by the project to support the courts.
- Submit weekly and monthly reports to the Project Coordinator.
- Follow the work plan to ensure project activities are completed on time.
- Assist and/or lead assessments, surveys, and evaluations in the field.
- With a generous and serving spirit perform all other tasks and responsibilities assigned for the benefit of World Relief.
- Maintain a Christian witness to the communities.

QUALIFICATIONS

- Bachelor's degree in law, conflict resolution, or a related field.
- At least three years of relevant experience, including facilitating trainings among various stakeholder groups and recordkeeping.
- Project management experience in formal employment.
- Experience in community outreach.
- Experience in reporting for grants from public funding (USG, UN, EU, etc.)

SKILLS REQUIRED

- Good skills in Microsoft Office, including Word, Excel, and Outlook.
- Good written and oral English communication, with the ability to complete reports without a proofreader.
- Fluency in spoken Nuer language required.
- Basic math skills for reporting required.
- Able to maintain performance expectations in hardship locations with basic accommodations.
- Humility, teamwork, and flexibility.
- Ability to understand and work in different cultures.
- Arabic language skills.

APPLICATION PROCEDURES

Potential candidates desiring consideration for this position should submit the following:

- Application letter expressing your motivation for the position;
- Current CV, copies of diplomas and certificates, including nationality (no original documents);
- List of three former supervisors who can serve as job references, as well as a church reference, with valid email addresses and contact numbers.

Interested potential candidates should submit the above items in the application in any **one** of the following ways:

- Submission to the World Relief Koch Office, or
- Submission to the World Relief Bentiu Office, or
- Submission to the World Relief Juba Office, or
- Online submission by email to WRSSRecruitment@wr.org, copying GElizabeth@wr.org, including the job title in the subject line of the email.

Applications must be received by 27th September, 2019 at 5:00PM. Applications will be reviewed as they are being received and only shortlisted candidates will be contacted.

