



# Assistance Mission for Africa (AMA)

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## JOB ADVERTISEMENT

Assistance Mission for Africa (AMA) is a Christian Non-Governmental Organization with vision for Africa. (AMA) is a faith-based, NGO. It was founded in 2002 and registered with South Sudan Relief and Rehabilitation Commission (RRC). AMA exists to build the capacity of communities including churches to ensure there is peace, justice, equity and unity of purpose in upholding, accountable and transparency approach to development.

AMA is looking for some qualified persons to fill the position of;

Gender officer.

Department / Sector: Gender/Protection.

Number of positions: 01

Job location: Payinjiar county project location.

Reporting to: Program coordinator

Start date: 4<sup>th</sup> October 2022



### KEY RESPONSIBILITIES:

- Coordinate and ensure implementation of minimum standards on gender in AMA program.
- Support in implementing gender components of projects/program.
- Lead and conduct gender analyses, technical studies, and assessments on gender in relation.
- Ensure that program activities are carried out with cultural sensitivity while promoting gender equality and inclusion of marginalized groups
- Leads in integrating gender into MEAL processes,
- setting specific indicators for process monitoring and advising team in obtaining gender specific information.
- Organizing and carrying out advocacy and campaign for greater gender equality and equity in program.
- Contribute and share knowledge, information, best practices, and lessons learnt on gender in AMA to ensure high quality programming throughout program/projects.
- Proactively represent AMA and participate in gender and protection working groups.
- Support and Providers to enable them to communicate all information and options clearly and respectfully to all men, women, boys, and girls.
- Plan and actively involve the community in marking recognized program related days.
- Represent AMA in gender Coordination meetings with implementing in payinjiar county level and working group meetings /related to gender forums to ensure Gender issues are captured.

- Prepare spending plans for the project as delegated by the supervisor.
- Attend and participate in monthly budget review meetings at the field level.
- Closely work with case workers, outreach workers etc. to ensure that best practices are respected and locally standards are met in responding and preventing gender issues.
- Participate in capacity building initiatives for staff, partners and other stakeholders to ensure quality and comprehensive delivery of project activities
- Develop plans and activities in line with project accordingly.
- Oversee case management including follow up on referrals and action plans, in AMA payinjiar both Nyal and Ganyliel and support services provided to GBV survivors,
- To enhance and maintain relationship between AMA, the local authorities and other gender oriented actors within the target locations and at state and national levels.
- Work closely with the GBV Advisor to Initiate planning for longer-term GBV prevention and response activities, including referral pathway and standard operating procedures SOPs.
- Maintain, monitor and measure GBV project implementation and contribute to effective information management on GBV survivors, adhering to the national guidance on case management of survivors and the SOPs in payinjiar county level.
- To ensure AMA participation in acknowledging women world day, by celebrating it with our targets in both Nyal and Ganyliel accordingly.

### Qualifications

- Minimum of diploma or bachelor's degree in Gender studies, Social Sciences, or related area of expertise
- At least three years demonstrated experience in the design and implementation of gender/protection, GBV or related program.
- Experience in developing and delivering gender training, facilitation of learning process, networking, and knowledge management
- Functional Knowledge, Skills and Abilities
- Remains productive when under pressure.
- Good report writing skills.
- Ability to enhance good interpersonal relationship.
- Good communication skills.
- Works collaboratively with team members to achieve results.
- Relates and works well with people of different cultures, gender, and backgrounds.
- Flexibility and prepared to work additional hours.
- Ability to multi-task
- Ability to work both independently and as part of a team.
- Able to respond rapidly to changing environments yet remain productive and focused.
- Strong and fast computer skills (primarily Word, Excel, and Power Point and outlook).
- Fluency in English, additional fluency in Both local's language is an advantage.



implementing solutions.

- Self-starter
- Willingness to travel and stay in remote areas as required.

### Other

Perform any other duty as assigned by the supervisor.

Deadline for receiving applications is **24<sup>th</sup> October ,2022**

### Key Working Relationships:

- Position Reports Directly to: program coordinator
- Method of Application
- PLEASE ADDRESS ALL APPLICATIONS TO:
- *THE HEAD OF MISSION, ASSISTANCE MISSION FOR AFRICA AMA,*
- Please send all applications to not later than **24<sup>th</sup> October, 2022**

**NOTE:** Due to the urgency of this post, shortlisting will be done on rolling basis.

**Recruitment email:** [jubaama@gmail.com](mailto:jubaama@gmail.com) copy [michaelHR@amaouthsudan.org](mailto:michaelHR@amaouthsudan.org)

- Please include three professional referees in your applications, of which one must be a recent supervisor from your former organization/institution.
  - ❖ **FEMALE CANDIDATES ARE HIGHLY ENCOURAGED TO APPLY.**

