

Vacancy Announcement
PARTNER COORDINATOR
SOUTH SUDAN

50-712
M&E
Lap...
MINISTRY OF LABOUR
10 AUG 2023
REPUBLIC OF SOUTH SUDAN, JUBA

Organisation & programme information	<p>Caritas Switzerland (CaCH) is an International Non-governmental Organisation (INGO) which works worldwide and adheres to international humanitarian principles.</p> <p>In South Sudan, CaCH and its partners implement comprehensive recovery projects that aim for increased resilience among the target population and improved livelihoods for returnees and host communities through alternative income opportunities, natural resource management, and improved agricultural methods.</p> <p>Caritas Switzerland is currently seeking a Partner Coordinator for the project “Community Driven Rural Development in South Sudan (CDRD)” and for other projects (still to be defined)</p>
Position	Partner Coordinator
Reporting to	Country Director South Sudan
Workplace	Juba, with frequent travel to the project area Yei, and other areas of possible projects
Starting date	1 st October 2023 or as per agreement
Duration	1 year with the possibility to extend
Objective of the poste:	The Partner Coordinator is the overall responsible for the implementation of the CDRD project through the local partner and will coordinate and monitor all related activities in the project area together with the local partner. He/she may also be asked to act as link between Caritas Switzerland and other implementing partners of other projects, depending on the needs. In addition, he/she will be the main point of contact for the project stakeholders and will represent Caritas Switzerland at local and regional level.
Key tasks & responsibilities	<p><u>Project management:</u></p> <ul style="list-style-type: none"> • Responsible for supporting the implementing partner in the planning and management of the activities of the new CDRD project in Yei River County in Central Equatoria, in compliance with the rules and regulations of the donor and Caritas Switzerland • Provide supervision and quality controls for project partners and service providers • Ensure that the monthly/quarterly/annual programme monitoring plans are followed and ensure adherence to M&E guidelines and frameworks (together with the M&E officer and HQ) • Coordinate data-collections for the baseline/midline/endline survey • Ensure good coordination and communication between the project stakeholders • Keep an overview and monitor the progress of the project according to the set budget, timeframe and objectives and ensure appropriate human resources and logistics • Coordinate and liaise with communities, implementing partner, government and UN agencies to ensure project objectives are achieved and to avoid duplications • Systemically monitor and evaluate the project progress, effectiveness and impact of the activities and ensure strategic reflection to support achievement of outcomes and impact • Write and compile timely progress reports as per agreed reporting schedule and in coordination with the partner, the Country Director and HQ • In coordination with the Country Director, organise coordination meetings (kick-off/inception), assessments, consultancies, project visits, workshops, mapping exercises and training sessions for involved partners • Conduct regular field visits to identify needs, gaps, and challenges and to collect lessons learnt and best practices • Coordinate advocacy, communication and visibility activities of the project

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10-AUG 2023

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