



BASE LOCATION: Juba with frequent field travels (Wau and Yei)

TITLE: Gender Officer

REPORTING TO: Head of Program

Matrix Managed: Field/Gender Coordinator

LINE MANAGEMENT RESPONSIBILITIES: GBV caseworkers

CHILD SAFEGUARDING:

Level 3: The role holder will have contact with children and/or young people *either* frequently (e.g. once a week or more) *or* intensively (e.g. four days in one month or more or overnight).

ROLE PURPOSE:

Reporting to the Head of Program, the Gender Officer will ensure the IRSS programs achieves the Gender Equality outcome results and is of high quality, mainstreams gender approaches by documenting and utilizing learning and knowledge from within and outside of Islamic Relief South Sudan to develop/design and improve programs to achieve high impact.

KEY WORKING RELATIONSHIPS

- Has regular contact with all staff in the Field Office. Close contact with the Field Coordinators and programme staff in field

SCOPE AND AUTHORITY

Scope of the Role:

The job holder is accountable for fulfilling his or her roles and responsibilities in line with Islamic values and principles of fairness, humanity, honesty, respect and fair treatment of his/her colleagues and staff.

Responsibility for Resources: None.

KEY ACCOUNTABILITIES:

1. Supporting development and implementation of Islamic Relief South Sudan projects on Gender Equality outcome results (40%)

- Coordinate all Gender result activities for Islamic Relief South Sudan to ensure the projects achieves its gender outcomes.
- Coordinate and take a leading role in the development and implementation of the Project Gender Strategy using collaborative methods to work with IRSS.
- Oversee the development, update and implementation of the gender analysis and strategy to deliver on the Gender Equality outcomes outlined including the Capacity Building plans.
- Ensure mainstreaming of gender approaches in the MEAL system design and implementation with support from the MEAL Coordinator and Head of Program.
- Support gender related tools development, testing, and management that will ensure timely and user-oriented gender related data collection and reporting.
- Promote and support the dissemination of gender related Program information among the Program team.
- Contribute to concept and proposal development in gender, livelihood, and other IRSS thematic areas.
- Contribute to the gap analysis in the areas of livelihoods, protection and GBV and Humanitarian response in South Sudan.
- Represent Islamic Relief South Sudan and the Projects in various gender meetings, networks and opportunities to support the project.
- Liaise with the Head of Program to share models, tools and best practices for the project

2: Reporting, Documentation, Knowledge management and Learning support (25%)



- Coordinate and guide partners in their gender equality results reporting and documentation responsibilities. Ensure that the reporting meets the evidence and communications needs of IRSS.
- Review project gender equality outcome results achievements against indicator targets with a view to strengthening reporting, planning, implementation as well as decision making.
- Keep up to date project gender related data and reports for reference by the program team as well as other stakeholders.
- Provide gender outcomes data for internal and donor reports as well as internal documentation and reporting systems.
- Take lead in documentation of lessons learnt and best practices as well as dissemination on the same.
- Provide technical support in filling in the Gender marker accurately during reporting and designing new projects for layering on the existing ones.

3: Capacity building of staff and partners and technical Support on Gender Equality Results outcomes (35%)

- Facilitate the active participation of partners in the design and implementation of the gender analysis and gender strategy.
- Together with Head of Program and Gender Coordinator design and implement a gender outcome capacity strengthening strategy based on a participatory capacity assessment and capacity strengthening and building plans.
- Guide and support in the implementation of the Gender strategy and any other agreed gender equality results in line with Program proposal/Design.
- Support in conducting gender equality targeted evaluations, including design, support in data collection, management and analysis working closely with the MEAL Coordinator.
- Contribute to the development of project annual operating plan, ensuring alignment of the gender equality results with program approach and achievement of annual target indicators.

PERSON SPECIFICATION

Qualifications

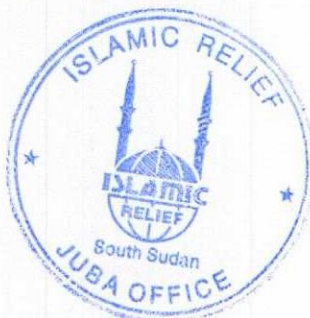
- A Bachelor's degree in a relevant area, e.g. gender studies, social sciences, agriculture or development studies.
- At least 2-3 years of relevant professional experience in coordination, planning, integration, advocacy for/in gender equality and women's empowerment; experience in humanitarian settings and with humanitarian clusters required;
- Extensive technical knowledge regarding gender in humanitarian action, GBV, such as humanitarian planning and implementation instruments and processes, would be a strong asset;
- Advanced Conversational skills in English and Arabic
- Skilled in the following competencies: Leadership, Accountability, People management, Team work & Collaboration, Beneficiary & Client focused.

Mode of Application

Female candidates are strongly encouraged to apply

Interested and qualified persons are requested to make their applications including a resume and a cover letter to : IRSS.Recruitment@islamic-relief.or.ke.

The deadline for application is **Close of Business, 2nd of July, 2021 at 4.00 p.m.**





Terms of Reference for Gender Analysis Study for Islamic Relief South Sudan

BACKGROUND

Islamic Relief South Sudan (IRSS) with funding from IR Canada, is implementing a 24-month project "Promoting Gender Equality and Resilient Livelihoods in South Sudan (PROGRESS)" which is expected to increase resilience of most vulnerable populations (35,700 individuals) through the following:

- Protection: access to structured PSS services to GBV survivors will be done through Community-Based-Protection Committees, Women and Child-Friendly Spaces and community sensitization.
- Resilient Livelihoods: 4,000 farmer households will adopt improved agricultural practices to increase food production, maintain livelihood assets, and mainstream DRR. Vaccination of 20,000 and treatment of 3,000 livestock with animal diseases will be undertaken by 20 trained Community Animal Health Extension Workers.

The project-specific objectives:

1. Enhance livelihoods opportunities among conflict-affected IDPs, Returnees, and Host Community members, with special attention to female headed households 240 HHs (1104)
2. Improved knowledge and skills on peace-building, gender equality and GBV reduction, rights of children and people with disabilities.
3. Improve community awareness and practice to prevent COVID-19 among the target community in Kapoeta East

Islamic Relief Worldwide- South Sudan is an international humanitarian organization that has been working with vulnerable communities in South Sudan since 2004. With funding from IR UK, IRSS is currently implementing a 24-month project "Promoting Gender Equality and Resilient Livelihoods in South Sudan (PROGRESS)" which is expected to increase resilience of most vulnerable populations (35,700 individuals) through the following. The purpose of the project is to respond to humanitarian gaps felt by communities in Kapoeta East and North Counties.

CONSULTANCY SERVICE DESCRIPTION:

Objective:

In close coordination with Head of Program, the consultant will lead components of IRSS's Gender and Inclusion analysis, including

- 1) Desk review of research in local language(s);
- 2) Conducting key informant interviews and focus groups in local language(s); and
- 3) Drafting the preliminary data analysis.

Responsibility of the Consultant:

- Conduct and provide a preliminary desk review of English language resources.
- Conduct a supplementary desk review of Arabic language resources on gender equity and social inclusion.



- Based on the desk review, identify experts from CSOs, government, and/or international bodies, and conduct online or phone key informant interviews on gender and humanitarian issues in South Sudan.
- Based on the desk review, identify target communities and an appropriate means to engage male and female leaders, and conduct online or phone focus group discussions on gender and humanitarian issues in South Sudan.
- Advise the design of the program quantitative baseline survey by contributing a "gender and inclusion lens" to the questionnaire and methodology, if needed.
- Advise on the adaptation of IRSS's Safeguarding Guidelines for Prevention of Sexual Exploitation and Abuse (PSEA) of Children and Vulnerable Adults, if needed.
- Contribute recommendations for early work planning to ensure that project design and design of all project activities consider gender and include marginalized groups; including recommendations and considerations of COVID-19 impact and long-term consequences.
- Document and present findings and recommendations in a clear, concise and usable written report format and provide updates, either written or oral, to the Head of Program and senior management and other relevant staff, as available.
- Other duties as assigned.

Methodology -

This will be developed and specified by the consultants and will cover the following:

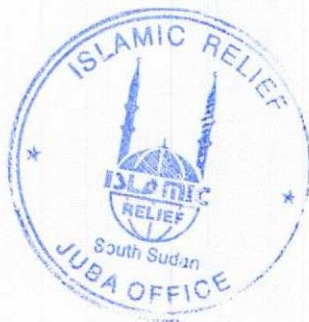
- Literature review: national gender reports, most recent gender-related researches and reports, and the project documents
- Stakeholders consultations: national and county gender key players
- Field survey/assessment in selected counties/areas
- Data analysis: the data collected from desk review, stakeholder consultation and field survey will be analyzed as per scope above.
- Validation: with stakeholders and, target groups
- Report: based on the data collected and analyzed, recommend the key gaps for intervention.
- Debriefing with IRSS team

Outputs/Deliverables / Duration (30 days)

1. Inception report and methodology development -2 days
2. Background research-5 days
3. Presentation of background research and incorporating feedback-3 days
4. Development of guidance and tools-2 days
5. Data Collection-15 days
6. Finalization of all materials-3 days

Assignment duration: This assignment is expected to take no more than 30 days to complete.

PERSON SPECIFICATION



Qualifications

- Master's degree in Women's and/or Gender Studies, Sociology, Anthropology, International Development, community development, or other relevant field or a Bachelor's degree in a relevant field with an additional three years of experience.
- Minimum of 5 years of experience working on gender and/or inclusion, at least 5 of which were in South Sudan, preferably in more than one region (Warrap, Kajo Keji or Kapoeta).
- Must demonstrate ability to use mixed methods research for high-level, timely gender and inclusion analyses.
- Experience working with and within diverse communities and ethnicities in South Sudan across education, gender equality, and/or youth engagement sectors, and understanding of how gender and youth issues may impact or manifest differently across diverse communities, regions, and ethnic groups in South Sudan, highly desired
- Experience with international donor-funded development projects, particularly in South Sudan and/or Sub-Saharan African countries, desired.
- Outstanding verbal and written communication, interpersonal, and cross-cultural skills required
- Demonstrated leadership, integrity, and versatility
- Fluency in Arabic and/or local languages required for all candidates; professional proficiency in English required;
- Coordination and project implementation experience within development projects, especially youth and gender related projects, highly desired should the candidate also indicate interest in the coordination and project advisory support role

Mode of Application

Female candidates are strongly encouraged to apply

Interested and qualified persons are requested to make their applications including a resume and a cover letter that includes your daily rate requirements with to : IRSS.Recruitment@islamic-relief.or.ke. Professional writing samples that reflect ability or experience conducting gender and inclusion analyses may also be submitted and are highly encouraged. Please provide 2-3 professional references that Islamic Relief South Sudan may contact should your application be short-listed, and documentation of daily rate (e.g. invoices, payment receipts or salary agreements) from your 3 most recent consultancy positions.

The deadline for application is **Close of Business, 2nd of July, 2021 at 4.00 p.m.**

