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Approved

Labour Hopes

03/8/21

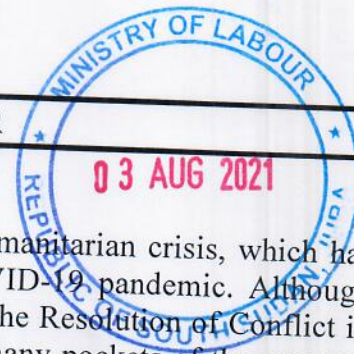
**Date: 3th /08/2021****JOB ADVERTISEMENT****BRIEF BACKGROUND OF HUMANITY AND INCLUSION**

HI is an international independent and impartial aid organization working in situations of poverty and exclusion, conflict and disaster, alongside people with disabilities and vulnerable populations, taking action and bearing witness in order to respond to their essential needs, improve their living conditions and promote respect for their dignity and fundamental rights

Humanity and Inclusion is therefore seeking to recruit a qualified and dedicated Candidate for the Position detailed below: -

Job Title:	Project Manager (1 Position)
Program:	FCDO Project
Vacancy position:	1 Position
Country Program:	South Sudan
Duty Station:	Juba With frequency to Field Locations
Position Reports to:	Programs Manager
Position Opened for:	South Sudanese
Contract Duration:	8 months with Possibility of extension depends on Funding
Desired Start Date:	ASAP
Closing Date:	23 rd August 2021

JOB PROFILE – PROJECT MANAGER



INFORMATION ON THE CONTEXT

Protracted conflict in South Sudan has contributed to an extended humanitarian crisis, which has been exacerbated by unusually high levels of flooding and the COVID-19 pandemic. Although conflict has reduced between parties to the Revitalized-Agreement on the Resolution of Conflict in the Republic of South Sudan (R-ARCSS), violence has continued in many pockets of the country, threatening to reverse gains made at the national level since the peace deal was signed in September 2018, 8.3 million people are still considered to be in dire need of humanitarian assistance and protection (OCHA 2021¹).

According to 2020 FEWSNET² and IPC, projection period of April - July 2021, an estimated 7.2 million people (60%) of the population) will likely face Crisis (IPC Phase 3) or worse levels of acute food insecurity, with heavy flooding and the economic impacts of COVID-19 exacerbating the situation for many. Within this context, communities have become highly vulnerable to climate-induced stresses and shocks, due to a general lack of institutional and community-based support mechanisms and safety nets.

According to IOM's Displacement Tracking Matrix (DTM), around 1,615,765³ million people remain internally displaced as of December 2020, and social cohesion, fragile even before the conflict, has been undermined by the cumulative impacts of sustained insecurity and economic instability, hampering prospects for peaceful co-existence between host, displaced, and returning populations. The lack of services in the neighbouring countries, as well as relative stability in terms of security in recent months, has encouraged conditions for return of approximate 1,674,668 and may begin to generate some confidence for returns, relocation or local integration of 580,713 of not yet returned individuals, in 2021 there are now over 2.2 million South Sudanese refugees, mainly in Ethiopia, Sudan, and Uganda.

As of 28th of February, cumulative of 8 010 COVID-19 confirmed cases and 94 deaths (case fatality rate of 1.2%) have been reported in South Sudan since the onset of the outbreak⁴. While there were no COVID-19 related access constraints reported between January and March, restrictions remain in place to combat the spread of the virus. The Government reduced the 7-day mandatory quarantine to 10 days with an option to do a COVID-19 test on the seventh day of quarantine. Those who test negative after seven days can continue onward with their travel, easing the movement of humanitarians within the country.

Twenty-four ambushes were reported along major supply routes, causing injury to personnel, damage to assets and hindering the delivery of aid. Ambushes were reported in Central Equatoria, Greater Pibor Administrative Area and Greater Tonj. Attacks on humanitarian facilities and looting of supplies by criminals, community members and armed youth groups continued. A total of 13 looting incidents were recorded in the first quarter of 2021, compared to 16 in the same period last year. Humanitarians continued to experience frequent operational interference and bureaucratic impediments, with threats of expulsion and assets being confiscated. Local authorities in various locations continued to demand to be involved in NGO staff recruitment processes⁵.

A) BACKGROUND TO HUMANITY & INCLUSION AND COUNTRY MISSION

Humanity and Inclusion -HI (the new name and re-branding of Handicap International since January 2018) was founded in France in 1982. In 2009, the HI Federation was established in Brussels. The

¹ https://reliefweb.int/sites/reliefweb.int/files/resources/south_sudan_2021_humanitarian_response_plan_online_light.pdf

² <https://fsccluster.org/south-sudan-rep/about>

³ SOUTH SUDAN Mobility Tracking Round 9: South Sudan - Baseline Locations Round 9 | Displacement (iom.int)

⁴ https://www.afro.who.int/sites/default/files/2021-03/South%20Sudan%20Humanitarian%20Situation%20Report_%2304%2015-28%20February%202021.pdf

⁵ https://reliefweb.int/sites/reliefweb.int/files/resources/south_sudan_access_snapshot_q1_2021.pdf

membership of the Federation has since expanded to 8 countries, namely; France, Belgium, UK, USA, Germany, Switzerland, Luxembourg and Canada. Hi vision asserts: "Outraged by the injustice faced by people with disabilities and vulnerable populations, we, aspire to a world of solidarity and inclusion, enriched by our differences, where everyone can live in dignity". HI is an independent and impartial aid and development organization working in situations of poverty and exclusion, conflict and disaster. We work alongside disabled and vulnerable people to help meet their essential needs, improve their living conditions and promote respect for their dignity and fundamental rights. Currently, HI is present in at least 55 countries, with its humanitarian programs reaching at least 2 million people. In 1997, HI along with other partners was awarded the Nobel Peace Prize for its international campaigns to ban landmines sale and use. For further information about HI please visit: <https://hi.org/> and <http://www.hi-us.org/> and <https://humanity-inclusion.org.uk/en>

B) INFORMATION ON THE CONTEXT OF THE MISSION

HI has been operating in South Sudan since 2006, implementing emergency and development actions aimed at improving protection, quality of life, and the promotion of rights of vulnerable individuals, including people with disabilities. HI's current portfolio adopts an integrated and multi-sectoral approach which includes interventions centred on MHPSS, Protection, Functional Rehabilitation and livelihoods with disability inclusion a cross-cutting theme across all programmes. During 2021, HI is planning to establish a base in the greater Unity, which remains among the most conflict and disability affected states of the country. The operational context in South Sudan today is considered largely humanitarian/emergency while phasing in resilience programming. The ongoing peace initiatives if they succeed might result in huge population movements of returnees (both IDPs and refugees) across the country.

HI current programs are funded by ECHO, FCDO, MOFA Luxembourg and OCHA. As part of its 2019-2021 strategy, HI South Sudan is prepositioning to deepen programming in Protection, to expand program interventions in Health (MHPSS, reproduction health and physical rehabilitation) as well as inclusion in humanitarian action, livelihood and to undertake innovative programming in Education in emergency. HI works in close collaboration with the South Sudan Humanitarian Clusters (Health, Protection, Food Security & Livelihoods and Education), UN agencies and Government departments (Health, Agriculture, Education, Gender and Youth, and Relief & Rehabilitation Commission). HI is also an active member of the South Sudan NGO Forum, Health. The mission currently employs 09 international and 70 national staff, working from the coordination office in Juba, field office in Yei and a mobile response team covering multiple locations across the country.

GENERAL INFORMATION ABOUT THE POSITION

Line manager	Operations Manager		
Funder(s)	FCDO	Size of budget to be managed	1,0 M€
		Duration of funding (project)	Up to 31.03.2022
Size of the team	30 persons	Number of persons under direct supervision (reportees)	4-5 persons



JOB DESCRIPTION

Reporting to the Operations Manager, the Project Manager contributes to the implementation of the mandate and the 10-year strategy of Humanity & Inclusion in the country where he/she is based. He/she ensures optimal quality and impact of the projects implemented in the country by means of a delegation system with appropriate control mechanisms. With all HI managers, and through paradigm changes, he/she shares responsibility for the sound management and effective functioning of the global organisation,

The project manager will have overall responsibility for delivering the FCDO-funded HARISS project, based in Yei to supervise staff, project activities, with regular travel to Juba to conduct coordination. The PM will be responsible for day-to-day project management and monitoring of the project delivery, budget and HR administrative tasks. The PM will have a dedicated team that will support in the identification, assessment, referral and implementation of direct services to person with specific needs within the project sites.

The project seeks to improve the resilience of the most vulnerable individuals, families and communities through access to community based Mental Health and Psychosocial Support interventions and inclusive humanitarian assistance in South Sudan. It will do this by addressing two urgent needs in South Sudan: the Mental Health and Psychosocial Support (MHPSS) needs of local communities, including Gender Based Violence (GBV) survivors, in Yei County and the needs of humanitarian stakeholders to become more disability inclusive in the design, implementation, monitoring and evaluation of their humanitarian strategies and programs. The community based approach relies on the healing abilities of key actors of the community in order to restore broken social fabric and solidarity mechanisms, help connect with existing service providers. With this approach, HI also aims to promote the protection and equitable service access of people with disabilities and other groups discriminated against by promoting the uptake of cross-cutting approach within all humanitarian responses and at all levels of intervention (strategic level to field level).

Main responsibilities and related activities:

1. Management

1.1 Line-manages the project's team members

- a) Carry out day-to-day supervision of project team members, ensuring the development and achievement of to work-plans, objectives and priorities.
- b) Conduct Annual Performance planning and appraisals for staff, identifying areas for capacity building and training.
- c) Ensure consistent, effective, and efficient performance of project team members by providing direction and coaching as necessary through formal coaching, informal discussions, feedback, and ensuring they receive support and training they need to perform their job.
- d) Ensure performance and disciplinary issues are addressed in a timely manner as per the organization's policies and procedures.

1.2 Organises and leads regular team meetings

- a) Ensure good communication, coordination, and good working relationship among team members through regular meetings and proactive management of issues and conflicts.



1.3 Manages the recruitment and selection of new team members

- a) Initiate the recruitment of project team members, in coordination with the HR department, ensuring that HIs procedures are followed.
- b) Ensure timely and effective staff recruitment and induction processes, and regularly review staffing structures and staff deployment plans ensuring appropriate gender balance, paying sensitivity to ethnic contexts and expanding opportunities for nationalization.

1.4 Ensures strict application and respect of the programme's Internal Regulations by the project team

- a) Ensure staff are well versed on HI's Code of Conduct, accountability, and prevention of sexual exploitation, harassment and abuse policy and procedures.

2. Expertise

2.1 Provides the technical expertise for his/her project

- a) Ensure the technical framework of the project is in line with HI guidelines and validated by the technical support at headquarters level and audited regularly by technical staff at mission level to comply with international technical norms and standards.
- b) Conduct regular Skype meetings with HQ technical advisers to ensure project activities, implementation, and methodologies are in line with HI approaches and standards
- c) Ensure project's outputs are consistent with the logical framework and project document
- d) Collect, develop, and formalize tools and methods developed within the project framework
- e) Train project staff in use of tools and methodology.
- f) Ensure report is shared with HI team, HQ, and relevant partners and stakeholders. Makes sure global and field technical specialists get the information they require and collaborates with Technical Divisions when necessary.
- g) Adjusts his/her activities to audit recommendations, if applicable

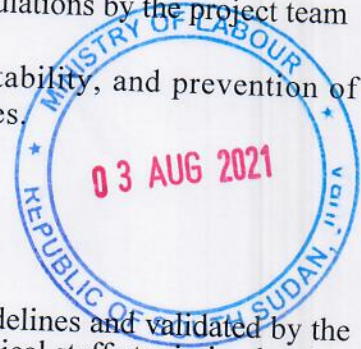
2.2 Helps to coordinate technical professional development and facilitate a community of practice, in collaboration with Technical Division

2.3 Manages relationships with technical authorities, local partners or other stakeholders

3. Implementation and Monitoring

3.1 Ensures project implementation, in collaboration with the relevant services and in line with general standards and procedures

- a) Ensures and supports project team and partner staff in the planning, implementation, and monitoring of project activities.
- b) Ensure timely delivery of project activities through regular management and update of PMBOX tool.
- c) Efficiently and effectively manage the project's budget and finances, through efficient budget forecasting and expenditure monitoring.
- d) Ensures that activities are implemented according to internal quality and technical standards and, if necessary, proposes adjustment or improvements to help meet objectives
- e) Prepares and monitors partnership agreements with implementing partners and other potential partners
- f) Coordinates and collaborates with relevant internal services, especially logistics, RH, finance and technical resources
- g) Carry out regular in-depth monitoring & analysis of the operational context in South Sudan, including population movements, acute needs, security and access issues to inform programming and response.



- h) Identify gaps in service provision to displaced and conflict-affected communities in South Sudan, and align these with key project activities, sectors and objectives.
- i) Develop supply/procurement plans for project activities and coordinate with the Logistics department for their delivery to the field as per project planning.
- j) With support from the Logs-Admin teams, manage all necessary transportation, documentation and travel arrangements for staff travelling to/from field locations.
- k) Ensure staff compliance with security management rules and procedures and directly oversee security management of staff when in field.

3.2 Ensures project data management

- a) Ensures that the appropriate data collection and management tools are in place on the project, in line with global standards
- b) Ensures that data related to the project is collected and compiled in the project database
- c) Carries out regular verifications and makes any necessary corrections in the activity database

3.3 Ensures project reporting

- a) monitors the achievement of results and indicators, as per the logical framework
- b) Is in charge of producing the appropriate reporting tools: monthly situation report, PM Box
- c) Reports regularly to the line manager
- d) Writes reports for the funding agencies when relevant and monitors donor deadlines (grants, reporting, audits) concerning the project
- e) Guarantees the proper archiving of information

3.4 Prepares and steers project evaluation and capitalisation

- a) Plans and monitors project evaluations
- b) Ensures technical learning from projects by drawing on lessons learned and good practices- conduct at least one lessons-learned/best practices session at the end of the project and document the results as requested in the HI M&E policy.

4. Influence & Communication

- a) Contributes to HI's external influence by participating in relevant networks - Represent HI and actively participate in various cluster, coordination, working groups and other meetings relevant to the project, in consultation with Operations Coordinator.
- b) Liaise regularly and work closely with donors, other agencies and partners to promote HIs work, or promote best-practice within the sector through coordination.
- c) Develop strong information sharing networks across in country to support information exchange and to gather up-to-date context, needs and technical information relating to your project.

5. Strategy & business development

- a) Contributes to programme or country operational strategy (StratOp)
- b) Drafts new project proposals for the continuity or expansion of the project



PROFILE SOUGHT:

	Essential	Preferable
<u>Qualification(s)</u>	<ul style="list-style-type: none"> ✦ University degree in relevant field such as development studies, international cooperation, social sciences or human rights law (bachelors as a minimum); 	<p>Graduate-level degree</p> <p>Master Degree in Degree in development Studies, international development or humanitarian responses</p>
<u>Experience (type and amount of experience) :</u>	<ul style="list-style-type: none"> ✦ At least 3 years' experience in project cycle management, including budget management, administration and logistics. ✦ At least 3 years' experience managing complex humanitarian and/or development response efforts. ✦ Experience of coordinating project activities and staff teams across multiple locations; ✦ Demonstrated experience and ability for rapid, accurate context and needs-based analysis, strong decision-making, and translation of programmatic learning and priorities into response. ✦ Demonstrated experience in evidence-based monitoring and evaluation standards; ✦ Demonstrated successful leadership experience managing a multi-disciplinary team and cross-cultural dynamics. 	<ul style="list-style-type: none"> ✦ Experience and knowledge of following programme areas: Mental Health & Psycho-Social Support, Disability Inclusion, Protection, Rehabilitation and Emergency response. ✦ Prior experience utilising participatory and inclusive research methodologies. ✦ Experience with different donors programming and reporting: FCDO
<u>Skills (knowledge, abilities required for the position, refer to skills repository document) :</u>	<ul style="list-style-type: none"> ✦ Excellent communication skills in English (verbal and written) including the ability to write reports, to document good practices and lessons learnt, and write concept notes and proposals. ✦ Proactive and flexible approach with strong organisational and planning skills. ✦ Strong commitment to His vision, mission and core values; ✦ Established capacity to deal with stressful situations, willingness to work in remote and isolated location; ✦ Ability to respond to multiple priorities in a timely manner, producing high-quality outcomes; 	<ul style="list-style-type: none"> ✦ Proven skill-set in professional context and needs-based analysis. ✦ Arabic language skills.



<u>Personal qualities:</u>	<ul style="list-style-type: none"> ✦ Audacious, initiative/entrepreneurial shows ✦ Good reaction capacity ✦ Working as part of a team/network, cooperating ✦ Respect for the opinion and enhancement of the skills of others with a view to shared action ✦ Ability to give and receive constructive feedback; discussing with multi-disciplinary teams, working as part of a network and collaborating ✦ Empathy ✦ Resilience to stress and uncertainty. ✦ Ability to travel to all offices of the mission on ad hoc basis 	
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HOW TO APPLY

Qualified Candidates are to submit their CVs and Cover Letters clearly mentioning the Position in the Job title as indicated above.

You can submit your CV and Cover Letter to:

Human Resources and Administration Department, Humanity and Inclusion, Plot number 20A, BLOCK BXV1, Hai Amarat, Havana Street, or Off Airport road, next to Crown Hotel, Juba- South Sudan.
Email: recruitment@southsudan.hi.org

NOTE: Due to urgent need for the position, screening and shortlist may be done on daily basis as CVs come and the position may be filled before the expected start date.

Humanity and Inclusion is an equal employer and encourages applications from qualified Female candidates and persons with disabilities.