

## EXTERNAL & INTERNAL VACANCY ANNOUNCEMENT

Action Against Hunger is a non-governmental organization whose aim and mission is to save lives by eliminating Hunger, and Under-Nutrition, particularly during and after emergencies like disasters. Action Against Hunger focuses on nutrition, health, and healthcare practices; Food security and livelihoods (FSL); Water, Sanitation and Hygiene (WASH) and Advocacy.

Action Against Hunger USA is currently looking for a qualified **South Sudanese Nationals** to fill the position of **Food Security and Livelihood Officer 01 position**

Position open date: **March 14<sup>th</sup>, 2024**

Position end date: **April 5<sup>th</sup>, 2024**

Contract Duration: **9 Months with the possibility of extension upon Funding.**

Position starts: **April 19<sup>th</sup>, 2024**

Location: **Fangak**

Directly Reports: **Program Manager**

Technical Supervisor: **Food Security and Livelihood Specialist.**



*Action Against Hunger-USA is part of the Action Against Hunger International network, which provides humanitarian relief in over 40 countries worldwide in the sectors of nutrition, health, water/sanitation, and food security. Action Against Hunger-USA, an independent NGO, currently manages operations in 8 countries: Kenya, South Sudan, Ethiopia, Kenya, Tanzania, Uganda, Somalia and Haiti. Action Against Hunger-USA has over \$110 million in programs, and approximately 1,700 staff based in the various country offices and New York City, Washington D.C and Horn and East Africa Regional Office in Nairobi. Additional growth is anticipated.*

### **I. Summary of position**

Under the supervision of the Program Manager, the Food security and livelihood Officer will directly work with FSL team and project beneficiaries of ACF-USA South Sudan Mission through supporting the implementation and management of the food security related projects through ensuring quality implementation of key deliverables, ensuring monitoring and follow up of activities implementation, project staffs management and in close coordination with the field staff of other ongoing ACF and Consortium or other partners programs in the location. He/She will be flexible based on the assign food security and livelihood projects to manage.

### **Purpose:**

Provide direct leadership for the management and implementation of food security and livelihood project and ensure that Project priorities are implemented timely. Work together with FSL team in the area of operation to ensure that planned activities are executed timely.

### **Engagement:**

FSL Officer will engage with Sub-FSL Cluster and Technical working groups at field level as well as relevant ministries including other partners.

### **Delivery:**



Support field level assessments, technical leadership and staff management.  
Support field level project implementation and provide regular update to management Reporting (monthly, quarterly and end of project reports).  
FSL Project Activity Progress Report (APRs)

## **II. Essential job functions**

### **1. Take lead in implementation of all Food Security and Livelihoods projects.**

- Provide hands on direct implementation of activities ensuring key deliverables.
- Ensure technical quality of the Project across all the locations
- Manage food security and livelihood Project Assistants to enhance the achievement of the fixed results.
- Take lead in preparation of work plans and ensure timeliness
- Establish plan, supervise and maintain a regular monitoring and evaluation system (field visit, regular program monitoring, budget forecast, staff evaluation and planning, donors' reports, monthly reports, etc.) for all the activities according to the logical frame work of the projects in consultation with the FSL tech leads.
- Archive all the project technical documents for an easy access to all the project team members.
- Timely submission of technical and activity reports in agreed format and frequency to direct line manager and tech leads.
- Ensure the quality, quantity and timely delivery of supplies as per planned activities.
- Budget forecast and ensuring adequate budget monitoring (bi-monthly, monthly and quarterly).
- Forecast on a monthly basis the logistics operations needed for the next quarter (per week) to the logistics department.
- Update Field Coordinator and tech leads on a weekly basis the next week planning of the project team according to the ACF achievements and updated project priorities.
- Assess and train the Food Security and Livelihoods teams and counterpart staff capacity so that all team members have the capacity to achieve the project objectives including performance evaluation.

### **2. Work closely with the team members and other stakeholders to maximize the Project impact and effectiveness**

- Lead the field level program integration to enhance complementary
- Propose new directions for future activities and sustainability of the project activities.
- Coordinate and collaborate with other project components, local partners and with other ACF departments (WASH, Nutrition, Admin & Finance and Logistics).
- Participate in and support program evaluation and capitalization.

### **3. Represent ACF externally with local authorities, donors and partner agencies**

- Represent ACF externally and coordinate with government authorities, NGOs and UN agencies at local level; give regular updates to the main stakeholders as necessary.
- Ensure that relevant stakeholders have a clear understanding of ACF charter, background, program objectives and activities in the field.





- Collaborate with potential partners (local committees, farmers groups, etc.) in the field to improve the coverage and the efficiency of ACF programs.
- Ensure active presence and participation in local FSL groups and cluster meetings.
- Host donor visits as needed to ensure correct application of visibility rules on behalf of donors.

#### 4. **Other responsibilities**

- Support the organization and review of the job descriptions of the project team according to the project needs.
- Any other task required to achieve the results and objectives of ACF.

### III. **Supervisory Responsibilities**

Will be required to supervise FSL Assistants and Intern whenever the need arise.

### IV. **Physical Demands**

To travel to the field, the employee must attest to a level of physical fitness, capable of enduring physically difficult, highly stressful situations, which may include the necessity to walk long distances, to eat a limited diet and/or to reside in potentially uncomfortable/challenging housing or tents while offering emergency response. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### V. **Working Conditions, Travel and Environment**

- The duties of the job require regular job attendance at least five days per week. Must be available to work outside normal office hours or on the weekends as necessary.
- Must be able and willing to work in highly remoted areas with difficult context.
- All Action Against Hunger-USA employees are required to engage with and follow the performance management program in place.

### VI. **Gender Equality Commitments:**

- Fostering environment that supports values of women and men's equal access to information.
- Provides an environment where women and men must be promoted based on the performance objectives.
- Respect for beneficiaries, women, men, children (boys & girls) regardless of gender, sex, disability, religion, etc.
- Value and respect for all cultures.

### VII. **Commitment to Safeguarding**

- Responsible to fully understand and adhere to Action Against Hunger's safeguarding policy, PSEA and child safeguarding policies as well as its Code of Conduct and Charter of Principles.
- Respect all policies during professional as well as private time and ask for clarification if needed.
- Accomplish tasks in a way not to harm children, vulnerable adults and other communities we serve, or expose them to risk of abuse and exploitation.
- Report all safeguarding concern according to the applicable reporting system.
- Create and maintain an environment free of abuse and exploitation.





### VIII. Required Qualifications and Professional Experience

- Bachelor in agronomy, agriculture-economic, agriculture education and extension, socio-economic, rural development, anthropology, geography, international development etc.
- Knowledge on food security & livelihood, cash and voucher programming is an added advantage.
- Minimum 2-3 years work experience in similar position and setting.

### IX. Required Skills, Competencies & Attributes

- Excellent communication, writing and analytical, representation and negotiation skills
- Experience in humanitarian settings delivering agriculture, livestock, cash based programming and other livelihoods based programming, required in complex emergency and post conflict settings
- Experience of working with migratory and/or agro-pastoral and IDP populations
- Experience of working on market and linkages, DRM projects, agricultural and non-agricultural value chains.
- Experience with major institutional and UN donors and donor procedures (ECHO/EC, GFFO, OFDA/USAID, SIDA, SDC, WFP, FAO etc.)
- Familiarity with AAH and acceptance of AAH's principles
- High level of fluency in both written and spoken English

### IX. Commitment Anti-Discrimination and PSEA

- We provide equal employment opportunities (EEO) to all employees & qualified applicants for employment without regard to race, color, religion, gender, ancestry, national origin, age, handicap, disability, marital status, or status as a veteran. The incumbent is required to carry out the duties in accordance with the Action Against Hunger Safeguarding policies (PSEA, Child safeguarding and Code of Conduct). Action Against Hunger-USA complies with all applicable laws governing nondiscrimination in employment.

To apply, please! Send your **Cover letter and CV as one document, your ID card, and only one highest academic document as a second attachment, do not zip your application.** and three professional references to [recruitment@ssd-actionagainsthunger.org](mailto:recruitment@ssd-actionagainsthunger.org). Specifying **FSL Officer FANGAK** as the title of your email before **5:00 pm April 5<sup>th</sup>, 2024**, or Hand

delivered to Action Hunger Officer, Paguir, and Old Fangak Offices (**we strongly recommend online Application**). We do appreciate your interest in working with us;

However, Only shortlisted Candidates will be invited for an interview.

- We will only receive, accept, and consider all applications submitted through the referred channels above, any applications submitted other than channels stated here will not be accepted & and considered.



- **"This Position is Open to South Sudanese Nationals Only"**
- **"Qualified Female Candidates are encouraged to apply"**

