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# ACTION FOR CHILDREN DEVELOPMENT FOUNDATION

<b>Position</b>	Project Coordinator (1 Post)
<b>Location</b>	Northern Bahr El Ghazal State (Wanyjok) <b>SOUTH SUDAN</b>
<b>Contract period</b>	9 Months
<b>Reporting to:</b>	Program Manager
<b>status</b>	Non-re-locatable
<b>Starting</b>	ASAP
<b>Organization background</b>	Action for Children Development Foundation- South Sudan (ACDF-SS) is a National & non-profit NGO duly registered and operating in South Sudan since 2005. ACDF works with communities to provide timely, holistic, and sustainable lifesaving humanitarian and development services amongst the most vulnerable communities in South Sudan in the thematic areas of Child Protection, Child Rights Governance, Education, Peace Building, Food Security & Livelihoods, Media Broadcasts and Constructions Development. ACDF have field offices Rumbek, Bor, Malualkon and Country Liaison Office Juba and its Headquarters in Northern Bahr El Ghazal (Wanyjok) Aweil East County.

## Summary

The Project Coordinator-Peace Building and Conflict Transformation (PBCT) will primarily responsible for the implementation, monitoring and quality delivery of the Peace building and conflict sensitivity Programme for Action for Children Development Foundation-South Sudan in Northern Bahr El Ghazal. He/she will be primarily responsible for the implementation of the project ensuring that there is close monitoring of conflict early warning, closely liaising with strategic partners, programmatic partners and government and UN Agencies operating in the area to ensure that project is able to meet its desired goal.

## 2.0 Duties and Responsibilities

### 2.1 Key Project Activities

- Conduct bi-weekly conflict analysis of the project area and share possible implications with the Programme manager for appropriate decision making and planning of activity implementation.
- Analyzing past security related incidents in the project location and together with the community members design an inclusive peace building activities.
- Develop together with the project team detailed monthly implementation plan of the activities to be implemented in the project location.
- Establish and maintain regular contact with partner organizations, and to liaise and co-ordinate with the appropriate government bodies whenever appropriate to ensure successful project progress.
- Represent ACDF-SS in meetings on Peace Building and conflict transformation (e.g. those convened by the Government, UN Cluster system, Community meetings or the private sector).

### 2.1 Program Management and Support

- Provide quality leadership in the overall coordination and management of the peace building project
- Organize and participate in workshops, needs assessments, consultations, planning sessions and provide technical inputs as necessary
- Assist in the development of the Peace, Security and Stability (PSS) and other Peace Building and Conflict Transformation (PBCT) detailed program work plans, including activity descriptions and timetables and manage the implementation of these activities so as to ensure the program's activities and outputs are executed on time and to adequate quality standards.



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- Assist the Program Manager to establish and deepen partnership with National, State, County Governments (including but not limited to the County Commissioner, County Police Commanders, National Intelligence Service, National Counter Terrorism Centre, National Steering Committee on Peace Building and Conflict Management, National Cohesion and Integration Commission, woman Platform for Peace) and CSOs in target counties and the state/ region as a whole.
- Working closely with Program Manager and Grants Officer, assist in the development of Rapid Respond Fund (RRF) including review of RRF technical applications and following up the implementation of the successful applications/sub grants.
- Help ensure that project activities are implemented with a consistent conflict sensitive framework: i.e. conduct conflict and context assessments, provide support and training
- Identify the capacity gaps and requirements of ACDF-SS in relation to peace building and conflict transformation.
- Develop relations with partners and work towards with other civil society organizations to implement conflict preventive activities.
- Conduct frequent supervision and monitoring visits to project areas and identify any issues needing attention related to implementation, donor compliance and programme quality standards.
- Take responsibility for the implementation of learning and recommendations from external or internal reviews and donor feedback.
- Take responsibility for development of detailed work plans at the start of the project and ensure monthly updates are made to the Programme Manager.

### 2.2 Monitoring Evaluation Reporting & Learning

- Participate in and contribute to quarterly and other scheduled program performance review meetings.
- Participate actively in contributing to documentation of “success stories” and other anecdotal information to enhance the overall quality of performance reports to the donors.
- Share information and lessons learnt with other program staff through among others, writing of project summary and sharing with the staff
- Prepare monthly, quarterly, bi-annual, annual and final program narrative reports.



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## 3.0 Qualifications, Experience and Skills

### 3.1 Academic Qualifications

- Bachelor's degree in Conflict Studies, International Relations, Peace Building and Conflict Studies, International Development or any other related fields. A Post graduate degree will be an added advantage
- At least 3 years' relevant work experience in working with UN Agencies and INGO's / NNGO's involved in advocacy for good governance, peace building and conflict management.
- Experience Multi-Sectoral Project Management with a reputable institution

### How to Apply:

The interested applicants should submit their application and updated Curriculum Vitae with Academic Credentials to: [acdfrecruitment@gmail.com](mailto:acdfrecruitment@gmail.com) or hand in ACDF Head office Wanyjok Mabil Road before 5:00 pm, Monday 13<sup>th</sup> - April 2020.

Only shortlisted candidates will be contacted for interviews

**ACDF-SS is an equal opportunities employer**

**Qualified and interested Women candidates are strongly encouraged to apply**



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