



## VACANCY ANNOUNCEMENT

Action Against Hunger is a non-governmental organization whose aims and mission is to save lives by eliminating hunger, under-nutrition, particularly during and after emergency situations 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 National to fill in the position of Food Security and Livelihood Officer -01 position

Position open date: June 29<sup>th</sup>, 2020.

Closing date: July 06<sup>th</sup>, 2020.

Expected Start date: Immediately.

Contract Duration: 6 Months.

Location: Juba.

### TASK & RESPONSIBILITIES

---

The FSL Officer will work with direct beneficiaries of ACF-USA South Sudan Mission through distributions and continuous monitoring of activities /intervention of ACF-USA. S/He will work in close coordination with the field staff of other ongoing ACF programs in the area.

#### **Objective 1: Oversee the implementation and planning of FSL activities**

- ❖ Ensure activities are implemented in a timely manner and meeting the standards;
- ❖ Establish good contacts with community leaders and local authorities at the Payam level;
- ❖ Ensure good communication with external stakeholders;
- ❖ Train and supervise employees under its management;
- ❖ Work closely with the PM/FSL HoD in developing detailed work plan for each activity on a weekly and monthly basis;
- ❖ Planning work flow and travel plan according to work plan with the PM and Logistic team;
- ❖ Identified and request for procurement needs in collaboration with PM and logistic team.

#### **Objective 2: Develop training curriculum**

- ❖ Identify training needs for group members according to assessments;
- ❖ Work closely with the FSL HoD in developing training plan and curriculum;
- ❖ Conduct training of trainers' guidelines and Materials;
- ❖ Ensure quality training sessions through regular assessments.

#### **Objective 3: Monitoring and reporting of activities**

- ❖ Liaise with employees under its management to ensure that programme indicators, monitoring formats, databases and reporting are verified, maintained and harmonized;
- ❖ Identify community needs, understand the natural resource management challenges and suggest potential solutions appropriate to the programme;

- ❖ Together with the management organize regular monitoring and evaluation exercises to ensure high quality of work;
- ❖ Prepare and update regular reporting and encoding of collected data;
- ❖ Participate in and support programme evaluation and capitalization.

#### Objective 4: Other responsibilities

- ❖ Actively involved in developing, conducting and analysis of various assessments (base line, end line, needs and markets assessments)
- ❖ Take the lead in coming up with innovative ideas and appropriate techniques for future activities and sustainability of the activities;
- ❖ Contribute in formulating programmes reports and proposals;
- ❖ Liaise and participate at cluster meetings and other meetings with partners as requested by the PM.
- ❖ Conduct any other tasks as required for the development and quality of the project.

#### Objective 5: Emergency Response

- ❖ Take active role in all FSL related aspects in case of any emergency, under the guidance of the PM.
- ❖ Ensure active liaison with communities to ensure proper flow of information with respect to ACF's role and communities needs
- ❖ To travel and actively participate in implementation of emergency FSL intervention to places assigned by manager.
- ❖ Support the other ACF bases in case of emergency needs
- ❖ Any other activity assigned by line manager in relation with emergency response..

INTERNAL & EXTERNAL RELATIONSHIP	
Internal	<ul style="list-style-type: none"> <li>▪ <u>HoD</u>: functional relationship – technical support – exchange of information</li> <li>▪ <u>PM</u>: hierarchical relationship, reporting lines, support</li> <li>▪ <u>Others Programme staff</u>: exchange of information and coordination with FSL team and other programs to maximize the impact of activities.</li> </ul>
External	<p><u>Local Authorities and Partners</u>: exchange of information, coordination, training</p>

REPORTING RESPONSIBILITIES
<ul style="list-style-type: none"> <li>▪ Daily formats and data gathering, weekly contribution to project APR</li> <li>▪ Monthly field activity report</li> <li>▪ Post Distribution Monitoring and Distribution Reports</li> <li>▪ Prepare and submit Donor reports to the PM</li> </ul>

POSITION REQUIREMENTS
<p><b>QUALIFICATIONS</b></p> <ul style="list-style-type: none"> <li>▪ Degree/Diploma or technical training in Agriculture or related subject</li> </ul>
<p><b>SKILLS &amp; EXPERIENCE</b></p>

<b>ESSENTIAL</b>	<ul style="list-style-type: none"> <li>▪ Excellent communication, written and reading skills in English;</li> <li>▪ fluency in a local language is required;</li> <li>▪ Good computer skills (MS Word, Excel, Outlook);</li> <li>▪ Minimum two year experience in related subject;</li> <li>▪ Experience in community development programming, preferably in food security or livelihoods;</li> <li>▪ Experience in agricultural extension and training;</li> <li>▪ Experience in developing training materials and facilitating workshops;</li> <li>▪ Experience with participatory fieldwork methodologies, and monitoring and reporting;</li> <li>▪ Excellent knowledge of local area (agricultural practices, seasons, seed varieties, cultural habits, geographic area of assignment – including road and village locations);</li> <li>▪ Ability to analyse and synthesize;</li> <li>▪ Capacity to manage a team;</li> <li>▪ Good organizational skills.</li> </ul>
<b>PREFERRED</b>	<ul style="list-style-type: none"> <li>• Previous experience with ACF or other INGOs;</li> <li>• Relational qualities, Flexibility, Dynamism, Creativity,</li> </ul>
<b>Gender Equality Commitments</b>	
<ul style="list-style-type: none"> <li>▪ Fostering environment that supports values of women and men’s equal access to information.</li> <li>▪ Provides an environment where women and men must be promoted based on the performance objectives.</li> <li>▪ Respect for beneficiaries, women, men, children (boys &amp; girls) regardless of gender, sex, disability, religion, etc.</li> <li>▪ Value and respect for all cultures.</li> <li>▪ Promote and uphold the PSEA policy and procedures</li> </ul>	

To apply, please! Send your cover letter, Copy of National ID Card, Copies of your Academic Documents and CV with three professional References [recruitment@ssd-actionagainsthunger.org](mailto:recruitment@ssd-actionagainsthunger.org) specifying **Food Security and Livelihood Officer-Juba**: as the title of your email.

The deadline for applications is Monday July 06<sup>th</sup>, 2020 at 5:00pm. We do appreciate your interest to work with us; However, Only shortlisted Candidates will be contact.

*“For Now, Hard copy Applications will NOT be accepted”*

*“This Position is Open to South Sudanese Nationals Only”*

*“Qualified Female Candidates are encouraged to apply”*

