



VACANCY ANNOUNCEMENT

Job Title:	Senior Entrepreneurship Development Officer
Number of Post	One (1)
Band /Level /Grade:	8A
Department:	Economic Recovery and Development
Location:	Ajuong Thok
Overtime Eligible:	N/A
Contract Status	Fixed Regular
Date of Issue:	Thursday, 29 th September ,2022



Background/IRC Summary:

The International Rescue Committee as one of the world's largest humanitarian agencies, provides relief, rehabilitation, and post-conflict support to victims of oppression and violent conflict in 42 Countries. IRC is committed to bold leadership, innovation, and creative partnerships. South Sudan, an independent nation since 9th July 2011, is emerging from decades of brutal civil war rooted in disputes over religion, ethnicity, resources, governance, and self-determination. The security situation remains fragile, and the operational context is challenging. IRC has been in South Sudan since 1989 and currently operates in Northern Bahr El Ghazal, Lakes, Unity, and Central Equatoria States. IRC South Sudan program is currently seeking qualified candidates to fill the above vacant position.

JOB SUMMARY:

Under the overall guidance and direct supervision of the ERD manager, the Senior Entrepreneurship Development Officer will be responsible for facilitating business and life skills training, developing competitive business plan, developed IGAs tools and monitor youth microbusiness, organizes youth camping, VSLA establishment and ED Assistant and VSLA Assistants of ERD portfolios under the UNHCR multisector project in Ajuong Thok and Pamir refugee camps. He will be the general overall implementor of all entrepreneurship activities including trainings, data, and reporting in coordination with the Program Manager.

Key Roles and Responsibilities:

The key roles and responsibilities of the Senior Entrepreneurship Development Officer will include among others the following.

1.1.0: Technical planning

- ✓ Prepare weekly and monthly activity plan aligned to the project description and performance indicators.
- ✓ Support the manager on development of key project procurements and recruitments.
- ✓ Work with the manager on the development and review of key project activity plans
- ✓ Develop seasonal agriculture and activity calendar aligned to the season and specific crop types under cultivation.

1.2.0: Program quality and implementation

- ✓ Under the guidance of the ERD Manager, Organize and supervise the beneficiary's selection, interview process and the scoring process for the beneficiaries.
- ✓ Responsible for the selection and verification of the selecting beneficiaries in coordination with camp management and local authorities and the use of selection criteria.
- ✓ Conduct program-related assessments and identify target communities in the targeted location.
- ✓ Conduct weekly and monthly market assessment within the local markets and consolidated report.
- ✓ Conduct staff's performance evaluations and support staffs to develop goals for new fiscal year.

1.3.0. Supporting Business Development and Peaceful Coexistence.



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- ✓ Mobilize specific proactive private sector players engaged for Business Development Trainings (including youths and women)
- ✓ Organize together with the agribusiness Officer and provide entrepreneurship and business linkages to FEMA groups and seed producers with outside sister associations for cross learning and deal brokering.
- ✓ Identify competent apprenticeship trainers and attach non-agricultural trade clients for specific strategy and activities related to Agribusiness and value chain addition.
- ✓ Contribute to project monitoring reporting and learning within the specified timelines.

1.4.0: Planning and Budget Management

- ✓ Participate in developing of annual project work plans and monthly work plans,
- ✓ Accurate scheduling of agriculture activities in annual work plans aligned to the agricultural and crop calendar,
- ✓ Participate in annual budget forecasting ensuring its accurate and realistic,
- ✓ Ensure budget spending are maximum (+/-5%) of the budget forecasted,
- ✓ Conduct BVA reviews every month and raise issues with the ERD Manager,
- ✓ Ensure effective budget utilization for the agriculture components (value for money),
- ✓ Ensure that there is budget and finance compliance within the agriculture team.

1.5.0. Coordination & Reporting:

- ✓ Maintain respectful and constructive relations with partner organizations, local authorities, and humanitarian actors.
- ✓ Submit weekly report to the ERD Manager every Friday by 5:00PM CAT.
- ✓ Prepares training notes and submit to the Senior ED Officer for review prior to the training.
- ✓ Support the ERD Manager on monthly reporting of activities and indicators tracking for the agribusiness and value chain activities.

1.5.0. Other duties:

- ✓ Work constructively within the team and take initiative on new tasks.
- ✓ Promptly report concerns or incidents to the Senior ED Officer Manager for immediate actions.
- ✓ Work closely with the M&E Officers and other ERD Officers on program quality and deliverables.
- ✓ Performs other duties as assigned by the supervisor to enable implementation of the IRC programs.
- ✓ Oversee construction oversight, and product development for FEMA and progressive farmers

Key Working Relationships

Reports to: ERD Program Manager

Directly supervises: ERD Assistant, VSLA Field Monitors and EASE Community Workers.

Internal/External contacts: County Agriculture Department, Community and camp leaders, Agriculture Production Committee, Lead farmers and block leaders, Operations department.

Job Qualifications, Skills, and Experience:

Education: University degree in Agriculture Economics, Agribusiness, Business entrepreneurship and other relevant trainings on youths and women entrepreneurship, income generation will be an added advantage.

Work Experience: He/she should have 4-5 years of relevant working experience with an INGO or a high recognized NNGO or relevant work experience in an agribusiness unit, entrepreneurship, and life skills development with general knowledge in agriculture scheme or private agriculture sector with broad knowledge on crop production.



Demonstrated Skills and Competencies: Good communication and writing skills; pay attention to details. Flexible, able to plan and yet accommodate unexpected tasks. Excellent networking and liaison skills. Coaching skills including training, delegation, and presentation. Strong computer skills especially in MS excel and word.

Language Skills: Fluency in English required. Good working knowledge in Arabic would be an added advantage.

Standards of Professional Conduct: The IRC and IRC workers must adhere to the values and principles outlined in IRC Way Standards for Professional Conduct. These are Integrity, Service, Accountability and Equality. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

Safeguarding policy: The IRC has a zero-tolerance policy for safeguarding violations by staff, incentive workers, visitors, sub-grantees, suppliers/sub-contractors, and implementing partners. Safeguarding at the IRC is an integral to the organizational values and ethics, and staff and associates are expected to take all reasonable steps to prevent the sexual exploitation, abuse, and harassment of any person linked to the program by both its employees and any downstream partner. The successful candidate will be subject to a thorough background check and satisfactory references.

Narrowing the Gender Gap: The International Rescue Committee is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including a flexible hour (when possible), maternity leave, transportation support, and gender-sensitive security protocols.

Equal Opportunity Employer: IRC is an Equal Opportunity Employer. IRC considers all applicants based on merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable laws.

The position is strictly for **SOUTH SUDANESE NATIONAL WITH ALL REQUIRED NATIONAL DOCUMENTS.**

How to Apply: Interested applicants should submit a **CV with 3 references** (Please indicate referee telephone number and email address) and a copy of academic and training certificate, a copy of **national ID** and **day time telephone contact** address it to the **Human resources Department, IRC South Sudan** and you can delivered your Application to **IRC Head office in Juba Goshen House, or field office in Jamjang**, or you can e-mail your applications to SS-HR@rescue.org. Deadline for submission **Tuesday 18th October 2022 before 5:00PM Central African Time.**

NOTE: Only short-listed candidates will be contacted and attach photocopies only while original will be asked at the interview panel and all the photocopies will remain the property of IRC. Any candidate who may wish to do job solicitation to win favor whether directly or indirectly will automatically lead to disqualification of one's application once detected at any stage of the process.

PLEASE REMEMBER TO CLEARLY INDICATE THE POSITION YOU ARE APPLYING FOR ON THE ENVELOP (Hand Delivery)/SUBJECT Email)

'WOMEN, MINORITIES AND PEOPLE LIVING WITH DISABILITIES ARE ENCOURAGED TO APPLY.'

