



Vacancy Announcement

Position:01	Project Coordinator.
Project:	Integrated Food Security, Livelihoods and Social Cohesion for Refugees, Returnees and Host Communities in Aweil West & Aweil Centre, NBeG
Duty Station:	Field Office, Aweil (with regular travel to Wedweil - Aweil West, and Nyallat/Barnyiwin - Aweil Centre)
Supervise:	Gender & Social Cohesion Officer; Community-Based Facilitators (CBFs); Community Nutrition Volunteers (CNVs); Para-Social Workers (technical/programmatic line)
Supervisor:	Program Director
Contract Period:	12 Months (aligned to project duration), with possibility of extension subject to funding
Opening Date	28 th September 2026
Closing Date	15 th October 2026

1. Background

The African Relief and Development Foundation (ARDF) is a non-profit, non-governmental national organization dedicated to providing humanitarian assistance, recovery support, and sustainable development solutions to vulnerable populations across South Sudan and Sudan. Established to address the needs of communities affected by conflict, displacement, natural disasters, and chronic poverty, ARDF works to improve the well-being, resilience, and self-reliance of individuals and communities through integrated, community-centered programming.

This position is engaged under ARDF's project "Integrated Food Security, Livelihoods and Social Cohesion for Refugees, Returnees and Host Communities in Aweil West & Aweil Centre, Northern Bahr el Ghazal (NBeG)", funded by AWO International / Aktion Deutschland Hilft (ADH), implemented in Gomjuer East Payam/Wedweil Boma (Wedweil refugee settlement, Aweil West) and Nyallat Payam/Barnyiwin Boma (Aweil Centre). The project supports 480 households (refugees, returnees and host community members) through 16 Farmer-Savings-Groups, community nutrition and resilience structures, and a joint host-refugee land-and-labour farming model, to improve food and nutrition security, household livelihoods, and community resilience and social cohesion.

2. General Purpose of the Position





The Project Coordinator is the most senior project-level position for the AWO-REH project, based in Aweil with regular travel to Wedweil (Aweil West) and Nyallat/Barnyiwin (Aweil Centre). The position is responsible for the day-to-day management, technical coordination, and quality delivery of the project across its three outcome areas: (1) Food and Nutrition Security, (2) Household Livelihood Promotion, and (3) Community Resilience and Social Cohesion.

The Project Coordinator absorbs technical oversight of livelihoods and food-security/nutrition (FSN) programming and works closely with the Program Director, MEAL Manager, and Finance to ensure the project is delivered on time, on budget, and in line with ARDF and AWO/ADH quality and compliance standards. The position supervises the Gender & Social Cohesion Officer and provides technical direction to the community-level facilitation cadre (CBFs, CNVs, para-social workers), while coordinating closely with the field-based MEAL Assistant.

3. Responsibilities and Key Tasks

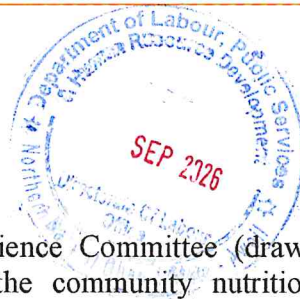
- Lead day-to-day implementation of the AWO-REH project across Aweil West (Wedweil) and Aweil Centre (Nyallat/Barnyiwin), ensuring activities are delivered on schedule, on budget, and to ARDF and donor quality standards.
- Provide technical oversight of the livelihoods and food-security/nutrition (FSN) components, ensuring integration across the 16 Farmer-Savings-Groups (FSGs), the joint host-refugee-returnee farming (triad) model, and the 6 agrifood value chain enterprises.
- Supervise and provide day-to-day guidance to the Gender & Social Cohesion Officer, and provide technical direction/coordination to Community-Based Facilitators, Community Nutrition Volunteers, and Para-Social Workers.
- Coordinate closely with the field-based MEAL Assistant to track progress against the log frame and ensure timely, quality data for donor reporting.
- Represent ARDF with AWO International, local authorities, traditional leaders, and community structures in Aweil West and Aweil Centre.
- Ensure timely preparation of project work plans, budgets, and narrative inputs for donor reports, in coordination with the Program Director.
- Contribute to organizational learning by documenting lessons learned, best practices, and adaptive management decisions.

4. Specific Responsibilities and Tasks

4.1. Project Management, Quality Assurance, and Compliance:

- Manage the overall AWO-REH work plan, budget, and procurement pipeline, in coordination with the Country Finance Manager and Program Director.
- Ensure full compliance with ARDF policies, procedures, and AWO/ADH donor requirements throughout the project cycle.
- Oversee the 16 Farmer-Savings-Groups (480 HH; 43.75% refugee/31.25% returnee/25% host) and the sub-group (triad/micro-cluster) land-and-labour farming model, ensuring host/returnee landowners and refugee members have clear, fair, and documented land-use and benefit-sharing arrangements.
- Oversee delivery of the Farmer Field School (condensed model: two facilitated sessions plus CBF-led periodical sessions) and the 6 agrifood value chain enterprises (3 per county).





- Monitor implementation of the Community Resilience Committee (drawn from the underlying Community Resilience Groups) and the community nutrition volunteer network, ensuring linkage to the Boma Health Initiative.
- Ensure para-social workers' referral of psychosocial and GBV cases is tracked through to resolution, using the project's confidential case-tracking register.

4.2. Monitoring, Evaluation, Accountability, and Learning (MEAL):

- Work with the MEAL Assistant and MEAL Manager to ensure project data collection, indicator tracking, and reporting reflect actual progress against the logframe.
- Strengthen and monitor beneficiary accountability mechanisms (feedback, complaints, and response systems) across FSGs and community structures.
- Promote evidence-based, adaptive programme management through regular review of monitoring data and field realities (e.g., land access, market conditions, flood/dry-season constraints).

4.3. Reporting and Donor Compliance:

- Coordinate timely, high-quality inputs to AWO/ADH narrative reports and other project documentation, in collaboration with the Program Director and MEAL Manager.
- Ensure reporting accurately reflects achievements, challenges, and lessons learned, supported by reliable field data.

4.4. Field Support and Supervision:

- Conduct regular field visits to Wedweil and Nyallat/Barnyiwin to provide technical support, mentoring, and performance monitoring to the Gender & Social Cohesion Officer and community-level facilitators.
- Convene and facilitate regular project review meetings to assess progress, identify challenges, and agree corrective actions.

4.5. Representation and Coordination:

- Establish and maintain effective working relationships with AWO International, ADH, local authorities (including RRC), traditional leaders, and community representatives in Aweil West and Aweil Centre.
- Represent ARDF at relevant sub-national coordination forums relevant to food security, livelihoods, protection, and social cohesion.
- Promote conflict-sensitivity and Do No Harm in all project engagement, particularly in the design and facilitation of host-refugee-returnee land and resource arrangements.

5. Mandatory ARDF Policies Compliance:

- Standard of Professional Conduct: ARDF employees and associates are required to uphold the highest standards of professional conduct and to demonstrate commitment to the organization's core values of Faithfulness, Integrity, Professionalism, Good Governance and Stewardship, Empowerment, and Teamwork. All staff are expected to understand, comply with, and promote ARDF's policies on PSEA, child safeguarding, anti-harassment and anti-discrimination, fraud prevention, conflict of interest, and fiscal integrity.





- **Safeguarding and Protection:** ARDF is committed to creating and maintaining an environment that prevents all forms of abuse, exploitation, harassment, and harm, and maintains a zero-tolerance policy toward safeguarding violations. Successful candidates will be required to undergo appropriate background checks, reference verification, and other safeguarding screening procedures applicable to the position.
- **Gender Equality and Inclusion:** ARDF is committed to promoting gender equality, diversity, and inclusion within its workforce and programs, and actively works to increase the representation and participation of women in leadership and decision-making positions.
- **Equal Opportunity Employment:** ARDF is an equal opportunity employer committed to fair, transparent, and merit-based recruitment and employment practices. ARDF does not discriminate on the basis of race, ethnicity, color, nationality, region of origin, religion, gender, age, marital status, disability, or any other characteristic protected under applicable laws and organizational policies.

6. Qualifications & Experience:

a) Minimum Qualifications:

- Bachelor's degree in agriculture, Rural Development, International Development, Social Sciences, Project Management, or a related field; a Master's degree is an advantage.

b) Minimum Experience:

- At least 4-6 years of relevant professional experience in humanitarian, recovery, or development programming, ideally including food security, livelihoods, or resilience programming.
- Demonstrated experience coordinating or managing field-level project implementation, including supervision of staff and community-level cadres.

c) Technical Competencies:

- Sound understanding of food security, livelihoods, and community resilience programming, including group-based (VSLA/farmer-group) approaches.
- Experience with project cycle management, work planning, and budget monitoring.
- Familiarity with MEAL principles and donor reporting requirements.

d) Partnership and Coordination Skills:

- Demonstrated ability to coordinate and build relationships with local authorities, donor representatives, community leaders, and other stakeholders.

e) Language Requirements:

- Fluency in English, both written and spoken.
- Knowledge of Arabic and/or local Aweil languages is an advantage.

f) Personal Attributes:

- Self-motivated and proactive.
- Strong attention to detail and sound judgment.
- Flexible and adaptable to changing field circumstances.



- Able to work independently and lead a team.

g) *Work Environment Requirements:*

- Ability to live and work effectively in a remote, conflict-affected field setting.
- Willingness to travel frequently between Aweil town, Wedweil, and Nyallat/Barnyiwin

7. How to Apply

a) Application address

Interested candidates are required to submit their application cover letter with clear salary expectations, an updated CV of not more than 5 pages, copies of their national ID and educational certificates through the **email address:** hr.recruitment@ardf-ss.org. The subject line of your email should include “Gender & Social Cohesion Officer” or you can look on the link below: <https://www.ardf-ss.org/current-jobs>

Note: This position is pending receiving funds from the donor. Attach Labour Card for those within Aweil; those not within Aweil will collect Labour Card once successful.

Disclaimer: African Relief and Development Foundation does not charge any kind of fee at any stage of the recruitment process and does not act through recruitment agents.



Approved by labor office



NB - Labor card is required.