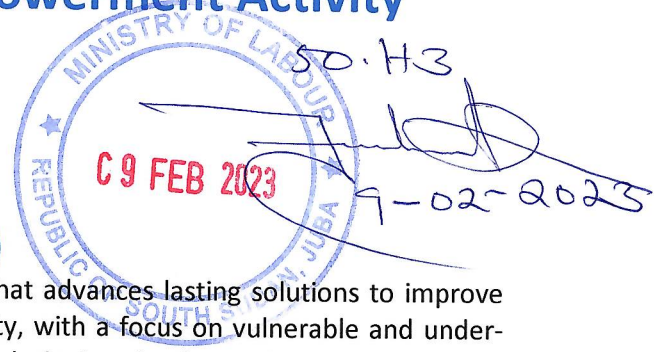


Roving Finance and Operations Capacity Trainer

South Sudan – USAID Youth Empowerment Activity

Position Location: Roving, South Sudan
Project Name: USAID Youth Empowerment Activity
Anticipated Start Date: immediate.



EDUCATION DEVELOPMENT CENTER (EDC)

Education Development Center (EDC) is a global nonprofit that advances lasting solutions to improve education, promote health, and expand economic opportunity, with a focus on vulnerable and underserved populations. Since 1958, we have been a leader in designing, implementing, and evaluating powerful and innovative programs in more than 80 countries around the world.

EDC promotes equity and access to high quality education and health services and products that contribute to thriving communities where people from diverse backgrounds learn, live, and work together. We support an inclusive workplace culture that embraces many perspectives and broadens our understanding of the communities we serve, enhancing and enriching our work.

EDC is committed to equity, diversity, and inclusion in the workplace.

We are looking for candidates who share EDC's commitment and understand the importance of cultural responsiveness in today's context.

Project Description

The USAID Youth for Empowerment Activity will reach 25,000 South Sudanese youth in 13 counties across five states (Eastern Equatoria, Jonglei, Unity, Upper Nile, and Western Bahr el Ghazal) over a four-year period. This community-based intervention will establish a vibrant Youth Corps and support local organizations enhance youth-friendly service offerings. The USAID Youth for Empowerment Activity will tailor its intervention to meet the realities of each implementation area and to best support a diverse group of youth with varied capacities and aspirations to reach their full potential.

Position Description

The Finance and Operations Capacity Trainer will drive the finance and operations component of the intervention's comprehensive capacity building strategy. Specifically, s/he will provide overall technical leadership in developing and rolling out capacity building plans for local partners, including consortium members and YLSOs, focusing specifically on finance, administration and operations. This position will work closely with a team comprised of (but not limited to): the Director of Finance and Operations, Logistics Manager, the Grants Manager, the Training Specialist- Programs and the DCOP. The Finance and Operations Capacity Trainer will support the development of tailored capacity building programs and provide remote and face-to-face training and support to partners. He or she will ensure that partners (Anchor Organizations (AOs), Youth Led and Youth Serving Organizations (YLSOs)) have systems, policies and practices that reflect best practice and support adherence to USAID policies and EDC contractual requirements.



This position reports to the Director of Finance and Operations.

Specific Essential functions include (but are not limited to):

- Support the design of capacity building assessment tools and strategy development, tailored to specific partners needs as they relate to management, operations and financial management.
- Develop and roll out annual financial and operational capacity building plans, ensuring the integration of key organizational commitments around Gender and Social Inclusion (GESI), inclusion and safety.
- Conduct capacity build assessments of AOs and YLSOs, as required, focusing on the development of strong operational systems and practices.
- Develop training materials and organize/facilitate workshops (remote and in person) to support partners strengthen operational and financial management systems.
- Analyze training and performance metrics to continually refine and develop the capacity building approach.
- Support AOs to progressively assume a leadership role in the direct provision of operational and financial capacity building support to YLSO partners.
- Conduct regular field visits to partners to identify challenges and trouble shoot operational and financial management issues.
- Work with USAID YEA's Grants Manager to ensure that partners understand and can adhere to contractual obligations, enhancing compliance.
- Support internal and external audits of partners, as required.
- Support AOs and YLSOs estimate, forecast, plan and the implement programming in a cost effective and efficient manner.

The candidate for the position of Finance and Operations Capacity Trainer shall have at a minimum the following qualifications:

Education:

Master's Degree (or bachelor's plus relevant number of years of professional expertise in a relevant field) in Project Management, Finance, Business Administration, Logistics, etc.

Skills and Experience:

- A minimum of 7-8 years of progressively responsible technical experience in a senior management role focused on finance and/or operations, preferably in an NGO, international organization, or business.
- Experience developing and/or rolling out policy and procedures during start up;
- Experience working with local partners, with a focus on capacity building support.
- Experience in remote management and/or the provision of support and oversight of remote staff and offices.
- Experience with USAID funding and compliance guideline.
- Ability to work effectively with diverse stakeholders.
- Willingness to travel to states and counties covered by the project.

Language:

Advanced proficiency in written and spoken English. Knowledge of and proficiency in at least two local languages spoken in Eastern Equatoria, Jonglei, Unity, Upper Nile, and Western Bahr el Ghazal highly preferred.



Job closing date: February 28, 2023

To apply, Applicants are encouraged to visit the Careers Page at: <https://go.edc.org/SouthSudanJobs>

Or hand deliver applications, enclosed in an envelope, to the Security Desk of River Camp/AFEX addressed to the attention of The Chief of Party, Education Development Center, (EDC), USAID Youth Empowerment Activity. Indicate on the envelope the position applied for.

Applications will be progressively reviewed as they are received.

Due to the volume of applications submitted, only finalists will be notified. No phone calls, please.

EDC is committed to enhancing the diversity of its workforce and ensuring an equitable and highly inclusive work environment. EDC is a smoke-free workplace, and offers a supportive work environment, competitive salary, and excellent benefits. Women, minorities, and individuals with disabilities are encouraged to apply.

