



World Vision

**Our Vision for every Child, Life in all its Fullness; Our Prayer for every heart, the will to make it so
Building Brighter Futures for Vulnerable Children**

JOB OPPORTUNITY AT WORLD VISION INTERNATIONAL – SOUTH SUDAN

World Vision is a Christian Relief, Development and Advocacy Organization dedicated to working with Children, Families and Communities to overcome poverty and injustice. World Vision serves all people, regardless of religion, race, ethnicity or gender. All employment in World Vision is conditioned upon successful completion of all applicable background checks, including criminal record checks where possible.

World Vision International - South Sudan is now seeking for a qualified and dynamic Individuals (**Man or Woman**) who are willing to share in our vision and promise to Children, to join us in the role below:

Job title: Emergency Cash Response Project Officer
Reporting to: Project Manager
Location: Tonj South
Availability: As soon as possible

Purpose of the position:

The Emergency Response Project Officer – This is a field based position that require a competent South Sudanese national and will work with the Community, Government County Structures, beneficiaries and other stakeholders to implement the multi-sectoral cash response program covering (FSL, Protection & Peace Building) activities aimed at building and enhancing resilience of the affected or target communities of Tonj South. The Project officer will work closely with other project staff from various agricultural/protection projects in ensuring that all the projected activities are implemented as scheduled. The position requires a candidate with a strong background in agriculture related field and with proven experience in training communities/beneficiaries on best Agronomic practices (FSL in emergencies), integrated pest management, post-harvest & loss management, demonstration plots and organizing seed fare, tools and fishing equipment activities. The Candidate expected to demonstrate good planning, teamwork, monitoring, reporting & humanitarian accountability skills as other key requirements.

Key Responsibilities

Implement unconditional cash project based on the approved project implementation plan:

- To work closely with the Project Manager (WV Management) in developing detailed Guidelines/Standard Operating Procedures for Cash Based Program, conditional and unconditional cash grants and vouchers programming
- To further strengthen cash transfer and voucher delivery mechanisms, ensuring Standard Operating Procedures (SOPs) are in place and followed.
- To maintain overall oversight of all cash transfer elements of the Program, ensuring targets are met.
- Continuously assess and strengthening Cash transfer systems and approaches utilizing experience and lessons learned from previous Cash Transfer interventions in World Vision
- To ensure problems arising are quickly resolved to maintain programme progress, and experience gained is properly documented.

*Accepted & approved by
office, Wavap state project
13/9/2021*

- To build the capacity of World Vision and partner staff to implement cash and voucher programmes in a technically appropriate way through knowledge transfer, training, development of good practice, evidence based research (PDM, evaluations etc).
- Provide specialist advice or specific skills to County teams, Cash transfer staff and Partners.
- Implementation of Seed Fairs (SFs) for Crop Seeds, Tools and fishing equipment
- Work closely with other project officers, Agriculture and Livestock Officers to find out appropriate Cash transfer modalities for agriculture, Livestock and other Livelihoods related interventions.
- Support in developing and reviewing proposals submitted by World Vision to different donors
- Carry out monitoring field visits and support county Cash Transfer Teams in adhering to the compliance
- Attend partner progress and review meeting and contribute to future programmatic priorities.
- Support and assist the Project Manager and Livelihoods Coordinator on sector specific subject for developing Proposals, guidelines, strategies.
- Together with Programme team and partners, ensure mainstreaming of protection/peacebuilding, Gender and DRR in the overall planning, implementation and management of the Livelihoods programme

Coordination and Collaboration:

- Work with County/Payam/Boma Government Structures, Project Committees and others to enhance effectiveness of the emergency cash response program.
- Consult the community leaders and communities on the most suitable interventions to prioritise for addressing their own needs on sustainable basis.
- Co-ordinate with other field project staff to ensure maximum use of support resources for the implementation of project activities in the County
- Offer practical training to Monitors/etc and participate in their performance objective settings, reviews and appraisals
- Represent WVSS in FSL/Protection and other Coordination forum at county level.

Reporting:

- Compliance by meeting reporting deadlines
- Prepare and submit quality project report as per the report requirement of the project as well as build and maintain effective relationships with other agencies, government officials, and community including WV internal staff.
- Ensure proper documentation of program processes is upheld, i.e. distribution plans, beneficiary lists, cash requisition, distribution reports, working with all stakeholders.
- Prepare timely and factual annual, quarterly, and monthly management reports, and other reports as needed.
- It is mandatory to take care all the information especially the key documents and back up the information on regular basis.
- Prepare/compile and submit weekly / monthly project updates to the zone/Supervisor based on actual field data collected by project staff.
- Monthly management of project expenditure, including monitoring of monthly Financial Reports, and overall budget management. Review on monthly expenditure to ensure accuracy and audit compliance, in collaboration with Finance Officer



Documentation (Monitoring and community/county level project performance reviews):

- Work closely with Project Manager/Coordinator to provide the necessary information on project activities and distributions for monthly reporting
- Liaise with Project Manager to facilitate county level joint supervision to project sites involving the Government, WV, key community leaders and other concerned project partners visits and share findings for management knowledge and decisions.
- Conduct project progress/performance review meetings with project committees/ and share minutes with participants list
- Capture self-explanatory photos of different project activities from the project initiation, implementation and completion phases to backup monitoring reports
- Capture learning and feedback to improve the Cash based response
- Draft project success stories backed by the monitoring photos
- Carry out any duties that may be assigned from time to time by the Supervisor

Qualifications: Education/Knowledge/Technical Skills and Experience

- Bachelor Degree in Economics, Agriculture field (FSL), or social sciences with proven wide range experience in FSL/CBT.
- Demonstrated 3-4 years of experience in livelihoods programmes preferably with an International NGO in same capacity; and a minimum of 2-year experience on Cash transfers based Livelihoods.
- Practical knowledge of food security and livelihoods strategies is added advantage.

Required Professional experience

- Familiarity with Humanitarian accountability frameworks as well as international codes of conduct
- Strong Computer skills, specifically Microsoft Office (Excel, Word, PowerPoint etc.)
- Excellent facilitation skills.
- Ability to transfer knowledge and transfer clear messages and information to a wide spectrum of people from different cultures and backgrounds
- Proven experience of working with rural communities and participatory planning
- Good understanding of the fragile context and interested to work in hard to reach areas
- Good understanding of community mobilization and participatory methods
- Mature and confident to deal with county authorities, communities and community leaders
- Displays cultural, gender, religion, race, nationality and age sensitivity
- Able to build strong relationships and partnerships with relevant agencies at state/county levels
- Good team player, self-starter, has ability to work under minimum supervision

Preferred knowledge and skills

- Demonstrate good characters, acceptable life styles and able to learn adapt quickly to a new environment, work and people.
- Listening, analytical and problem solving skills while engaging communities/participants in project activities
- Must be a committed Christian, able to stand above denominational diversities.
- Attend and participate in daily devotions and weekly Chapel services.
- Perform other duties as required



World Vision International South Sudan is willing to pay a competitive salary and benefits to the right candidate.

HOW TO APPLY

Interested candidates (**South Sudanese Nationals**) who meet the above criteria should submit their application, cover letter and an updated CV with at least three referees with their telephone and email contacts. Address your application to: **The Human Resource Manager, World Vision South Sudan**

Qualified female candidates are strongly encouraged to apply
Indicate the position you're applying for in the email subject line.
Applications should be submitted to **this email** recruitsdno@wvi.org

Closing date for receiving applications is: Monday October 4th, 2021 at 5:00pm

Please note that only shortlisted candidates shall be contacted and documents once submitted will not be returned to the candidates.