



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 condition 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: Program Officer - Resource Acquisition x2
Reporting to: Business Development Manager
Location: Yambio and Malakal
Availability: As soon as possible

Purpose of the position:

A Program Officer for Resource Acquisition to facilitate program design and resource acquisition for both emergency response and resilience and recovery programming with high standards of appropriateness, timeliness, and effectiveness. The purpose of the position is to work with the Business Development Manager and lead multi-departmental teams in developing and coordinating proposals and concept papers for multi-sectoral relief and recovery programs as well as leading grants acquisition processes for assigned zone.

The Program Officer will also liaise with potential and current donors and other external partners to establish relationships that promote fund acquisition and program collaboration.

ROLES AND RESPONSIBILITIES:

Resource Acquisition

- Assess new opportunities for potential risks and facilitate robust go/no-go decision guidelines and signed risk assessment protocols
- Convene and lead multi-departmental teams to design and develop new proposals and concept papers to bilateral and multilateral donors for assigned geographical zone
- Ensure quality and timely submission of concepts, proposals, reports, and amendments
- Support Business Development Manager and Resource Acquisition and Partnerships Director in building a robust proposal pipeline for assigned geographical zone
- Represent needs of the assigned zone and propose unsolicited ideas and concepts when relevant

Partnerships and relationships management

- Lead the process of selecting partners for new proposal developments
- Support the due diligence and partners capacity assessment processes
- Coordinate with selected partners for all inputs for new proposal developments
- Facilitate signing of Partnership Agreements when new projects are secured
- Include partners and partner orientation in start-up workshops
- Serve as point of contact for UN Agency donors at the zonal level

Grants quality and compliance

- Liaise with Programs teams to ensure donor reports are complete and compliant and submitted on-time



- Lead process of grant amendments or revisions during the implementation period
- Maintain resource acquisition processes and protocols for tracking reporting

Knowledge management

- Track all opportunities on a monthly basis using Horizon and resource acquisition department tools
- Ensure safe and organized document storage for each new award
- Suggest and participate in after-action reviews for proposal development processes
- Work with relevant teams in building an evidence base for project models and approaches vital to communicating project impact

Support to Strategy Development and implementation of GAM Business Plans

- Support RAP Director and Business Development Manager when requested with information and ideas to support annual business planning and forecasting
- Report on pipeline opportunities and observed donor trends

Qualifications/Education/Knowledge/Technical Skills and Experience.

The following may be acquired through a combination of formal or self-education, prior experience or on-the-job training:

Minimum Qualification required: Bachelor Degree in development Studies or a related field

- At least 2 years of previous experience contributing to project design, proposal writing and donor relations for an INGO in a relief and / or development context.
- Experience developing programs and proposals in the following fields preferred: Health & Nutrition, Food Assistance, Economic Recovery & Livelihoods, and Education, Children in Emergencies, WASH, and Protection.
- Excellent verbal and written English abilities
- Strong abilities to network with colleagues and external stakeholders
- Experience working with United Nations agencies
- Experience working in a cross-cultural environment.
- Willingness to work and travel to hardship locations.
- Strong knowledge and understanding of the humanitarian industry (relief, development, and advocacy), including how INGOs operate in the global and local contexts.
- Good networking skills.
- Experience in working on resilience and/or development programming in fragile contexts preferred.
- Experience leading proposal development processes
- Prior training in resource acquisition and proposal development

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**

Indicate the position you're applying for in the subject line.

Applications should be submitted to this email recruitsdno@wvi.org or Hand deliver to any of World Vision offices.

Closing date for receiving applications is: August 30th, 2022 at 5:00pm (local time)

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

