



## **Vacancy Announcement: Agriculture and Infrastructure Project Officer Based in Cueibet**

Norwegian People's Aid (NPA) South Sudan is an International Non-Governmental Organization involved in humanitarian, relief and long-term development cooperation in South Sudan. NPA has worked in South Sudan since 1986 and currently runs the following programs: Civil Society Development, Humanitarians and Resilience Program,

NPA wishes to recruit a highly competent, proactive and self-driven individual (**South Sudanese National Only**), for the position of **Agriculture and Infrastructure Project Officer** based in Cueibet County.

The contract for this position is Definite Contract with possibility of extension based on performance and funding.

### **Purpose of the Position:**

The agriculture & infrastructure Project Officer is responsible for the implementation of WFP funded Asset Creation and Livelihoods project activities. The responsibilities included developing the work plans, facilitating the community based participatory planning exercise, organizing delivery and distribution of inputs and food commodities, asset creation, training of beneficiaries and reporting.

### **Function Prerequisites:**

All responsibilities and reporting must be carried out in accordance with the strategic objectives of NPA as set out in the International Strategy, country strategy, Regulation for Delegation of Authorization and other relevant procedures and guidelines in the Quality Management System and IPD Programme Handbook, as well as approved local guidelines and regulations.

The above shall be conducted in close collaboration and any deviation to the above has to be reported to the Team Leader and Head of Sub Office Rumbek and approved by Programme Manager South Sudan.

### **Duties and Responsibilities:**

*Given Approval  
RRC*



#### **1. Development of Project Documents.**

- Facilitate discussions and planning processes within project / program and partners.
- Participate in the development of project proposals through the provision of technical expertise using standard formats.
- Propose implementation targets with monitoring and evaluation indicators.
- Preparation of project budgets in accordance with the donor and NPA requirement.

#### **2. Train Project Staff and Project Beneficiaries**

- Participate in capacity building of project staff and; beneficiaries through suitable training activities identified and recommended after conducting eh capacity assessment.
- Support the training manual designing and development of different beneficiary groups.
- Provision of basic instructions on agricultural practices.
- Establish the a least one FFS or demo plot each in every project site where assigned.
- Conduct Technical Trainings through ToT – Lead Farmers.

- Conduct technical trainings on environmentally friendly on-farm and off-farm agronomic practices, soil management, sustainable tillage and vegetable gardening
- Receive and safely store assorted food commodities from WFP for immediate distribution to the beneficiaries.

### **3. Supervision and Technical Backstopping**

- Carryout needs' assessment, project evaluations in liaison with the other stakeholders.
- Lead the facilitation of the community based participatory planning (CBBP) exercise.
- Responsible for organizing delivery and distribution of inputs and food commodities.
- Plan, support and lead project participants in the asset creation as per the CBPP Plan and to the expected quality standard.
- Design and conduct training for project participants (beneficiaries) and stake holders.
- Mobilize community members (in coordination with local authorities) for required activities e.g. registration, verification, and training).
- Mobilization and sensitization of communities at county/Payam/Boma level
- Beneficiary's identification/registration.
- Distribution of Asset Creation and Livelihoods food & Emergency Livelihood Kits to vulnerable households.
- Participate in Monitoring assessments and Evaluation exercise if any.
- Maintain close relationship with local authorities in the project areas and professionally deliver project objectives to the community leaders.
- Supervise asset creation by the community in the assigned location ensuring that work is completed to the required standard as indicated in the project documents.
- Guide the community in the design of community assets ensuring that community access roads are measured correctly in order to construct quality community assets.
- Provide weekly and monthly community project activity update to the line manager.
- Conduct himself/herself both professionally and personally in such a manner as to bring credit to NPA.
- Fully comply with the NPA Code of Conduct and all NPA policies.
- Perform any other duties as will be assigned to him/her from time to time by line manager.

### **4. Reporting**

- Provide regular internal reporting using standardized tools and formats such as the project Framework.
- Prepare and submit timely progress and technical evaluation reports (Weekly, quarterly, bi-annual or otherwise specified and as per the donor requirement). This will include the collection of accurate data on project results and objectives, supported by appropriate information and analysis.

#### **Required Qualifications:**

- Bachelor's degree / Advanced Diploma in General Agriculture Agriculture /Engineering/Natural Resources Management/Social sciences.

#### **Experiences:**

- Three (3) years of practical experience in implantation WFP funded ACL/CFA Projects
- Detailed understanding of quality standards for asset creation and activities that can be implemented through ACL/CFA.
- Four (4) years past experience, preferable with similar size agency in implementing Resilience

### Other Qualifications:

- Good understanding of development and emergency response issues, in the area of food security and livelihood, civil society development and emergency and relate them to NPA's programme strategy/response plan;
- Proven training and facilitation skills
- Good communication (Written and verbal) skills
- Strong interpersonal skills and excellent organizational skills
- Good report writing skills
- At least have worked with an NGO in the similar position
- Ability to multitask.
- Strong interpersonal and excellent organizational skills
- Good Computer skills



### Personal Qualities/Competences:

- Good communication-, networking- and interpersonal skills
- Ability and readiness to work under pressure and deal with difficult and complex conditions
- Ability and willingness to work and live under difficult circumstances
- Analytical, systematic and structured
- Committed to safeguarding vulnerable communities and individuals
- Strong moral values

### Additional Considerations:

- The Agriculture and Infrastructure Project Officer will abide by Norwegian People's Aid (NPA) **Code of conduct** which aims at preventing all types of misconducts which include **corruption, fraud, sexual exploitation & harassment, bullying, violence and child exploitation.**
- Also, the Agriculture and Infrastructure Project Officer will abide by NPA's **Safeguarding policy** which also aims at protecting all people from harm, preventing and responding to harm caused by sexual exploitation, abuse or harassment in and outside the workplace.
- The PO is to abide by the policies and personal codes of conduct set by the Norwegian People's Aid (NPA) and represent the organisation in a loyal and responsible manner.

**NPA South Sudan is an equal opportunity employer. In making employment decisions it does not discriminate based on gender, ethnicity, religion or political affiliation.**

Qualified Women are highly encouraged to apply.

Application and CV/resume with active contacts and three professional referees and copies of academic transcripts should be submitted to: [recruitment-rss@npaid.org](mailto:recruitment-rss@npaid.org)

Hard copy applications and CVs/Resume can also be delivered to NPA Juba Office on Martyr's Street Opposite UNICEF Office.

**Applications submitted after 12:00 noon on Friday 10<sup>th</sup> May 2024, will not be considered.**

**NB: Submitted copies of academic transcripts will NOT be returned to the applicant**

Approved by the  office.