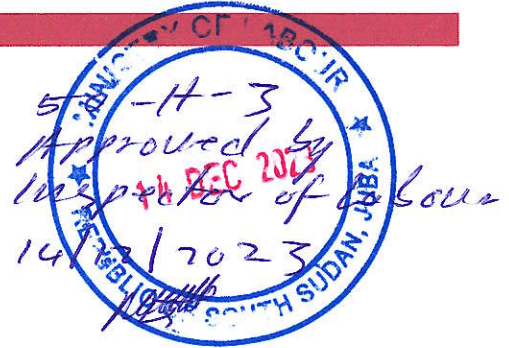


**TERMS OF REFERENCE**

<b>Position:</b>	Community Outreach Assistant (4)
<b>Duty station:</b>	Yei, Morobo, Lainya and Kajo-keji
<b>Application start:</b>	<b>15 December 2023</b>
<b>Application end:</b>	<b>07 January 2023</b>
<b>Contract start:</b>	January 2024
<b>Length of the contract:</b>	3 months with possibility of extension

**OVERVIEW OF CTG GLOBAL**

CTG support and manage humanitarian projects in fragile and conflict-affected countries around the world. With past performance in 15 countries – from the Middle East, Africa, Europe, Asia and Central and South America – we offer a holistic fabric of project management, implementation, and support. Skilled in emergency response to crises such as the Ebola outbreak in West Africa, we can act quickly (crisis response teams can be on the ground in 24 hours) and to establish structured operations in high-risk environments. CTG recruit and manage qualified, skilled teams with extensive experience operating in challenging conditions.

**OVERVIEW OF THE POSITION**

CTG is expanding in South Sudan and his looking for community outreach assistants for its client. Under the direct supervision of the Transition and recovery coordinator, and the technical supervision of the RSRTF Project Officer, the successful candidate will support the Locally Driven Solutions for Social Cohesion and Promoting Early Recovery in the Country's Former Breadbasket" project in Central Equatoria State implementation. The project funded By United nation multi-partner trust fund.

**GENERAL FUNCTIONS**

1. Support the implementation of community engagement activities in the field according to the standard operating procedures (SOPs).
2. Support the engagement with authorities at the county, payam and boma level and establish effective working relationships with community members to promote RSRTF objectives.
3. Support community entry activities, including facilitating meetings and workshops to explain project objectives.
4. Facilitate Focused Groups Discussions with community members according to the SOPs.
5. Support the organization of training, workshops, and capacity building activities for in the respective counties including facilitating the trainings where necessary.
6. Build capacity of community mobilizers on project deliverables and cross cutting themes
7. Collect community-specific information through Kobo forms.
8. Monitor implementation of RSRTF community engagement activities at the field level and provide support as required.
9. Provide timely input to the RSRTF project Officer to contribute to periodic reports on programme delivery.
10. Perform such other duties as may be assigned.

**Project reporting:**

- This Position reports to the IOM CES Project Officer RSRTF.



**Desirable Qualifications.**

Minimum of Bachelor's degree in development studies, Social science or Agriculture, from an accredited University with at least 3 years' experience working with communities.

**Experience**

- Experience working on strategic planning, local government act and capacity building
- Experience in community outreach, public affairs, development, and/or education
- Experience working in complex humanitarian operations, specifically meeting timelines.
- Experience managing and mentoring teams and in promoting achievement of project objectives.
- Excellent interpersonal, cross-cultural, and diplomatic skills and the ability to lead and work collaboratively with a diverse team.
- Familiarity with the complexities of accountability, organizational growth and change, and the ethical dimensions of UN work.
- Excellent interpersonal skills and ability to work in a multi-cultural/multi-national setting.
- Skills in and ability to exercise diplomacy in engagements with state and non-state partners.
- Good team player.
- Good writing skills and proficiency in the English language and Arabic is a plus.
- Computer literate.
- Ability to exercise conscience and non-tolerance to corruption.
- Previous experience working in hardship duty stations;
- Good communication skills, efficiency and flexibility;
- Ability to work under pressure.
- Attention to detail and quality and capacity to meet deadlines

**Desirable Competencies****Behavioral**

- Takes responsibility and manages constructive criticism.
- Works effectively with all clients and stakeholders.
- Promotes continuous learning, communicates clearly.
- Takes initiative and drives high levels of performance management.
- Plans work and sets goals within area of responsibility.
- Displays mastery of subject matter.
- Contributes to a collegial team environment.
- Incorporates gender-related needs, perspectives, and concerns, and promotes equal gender participation.
- Works with internal and external stakeholders to meet resource needs of IOM.
- Ability to work independently with minimum supervision.
- High sense of confidentiality.
- Personal commitment, efficiency, flexibility, and drive for results.
- Capacity to work effectively and harmoniously with colleagues from various cultures and professional background.
- Ability to work under extreme pressure in difficult conditions while maintaining security awareness

**Technical**

- Displays awareness of relevant technological solutions.



- Executes tasks in a timely and accurate manner.
- Coordinates and corresponds in a clear and concise manner.
- Follows up tasks to ensure timely completion.
- Seeks to improve efficiency in tracking and monitoring.

**Languages:**

Thorough knowledge of English language is required. Knowledge of Arabic and local languages is essential

**Qualified female candidates are encouraged to apply for this role.**

In order to apply for this role please deliver your CV, and Cover letter, most preferably by email to the address: [southsudan@ctg.org](mailto:southsudan@ctg.org)

Please make sure **the subject of your email states "Community Outreach and Specify the Location you are applying for (Community Outreach Assistant -Yei )"**, or your application might be overlooked

In Juba – Please deliver to CTG Country Office in Rock City - Djebel, next to South Sudan Football Association.

**IMPORTANT REQUEST**

- Kindly avoid naming your CV as *CV, Updated CV*, or by Job title or organization name
- For hard copy deliveries kindly include position applied for on the envelope.

