

CRADA Complex, Hai Tongpiny Na Bari
Adjacent to Finn Church Aid (FCA), next to
Danish Church Aid (DCA)
Tel: 0920059592, 0915575975
Email: crada_sudan2003@yahoo.co.uk
jruachdela@yahoo.com



50.14.3
Approved by
Inspector
31/3/2021

CRADA
Restore Hope & Dignity. Alleviate Suffering

Vacancy announcement

Project Officer (Access to Justice and Rule of Law - Justice and Security)	
Location :	Pibor
Application Deadline :	Applications are reviewed on an ongoing basis.
Languages Required :	English Arabic
Opening date	29 th March, 2021
Closing date	21 st April, 2021
Starting Date : (date when the selected candidate is expected to start)	1 st May-2021
Duration of Initial Contract :	6 month, with possibility of One (1) Year extension

CRADA works with the governments, at all levels, and empowers people to reform laws and strengthen institutions to promote peace, justice, sustainable development and economic opportunity.

CRADA contributes to creating stable and inclusive societies where every person can live free from fear and want, in dignity and under the rule of law.

CRADA has been awarded a grant by UNDP focusing on access to justice for vulnerable people, rights awareness of the population, implementing legal aid and legal assistance and representation, support to jurisdictions, reinforcement of justice actors' capacities, in Pibor.

Objectives and Main activities: The overall objective of this project is to enhance the provision of access to justice, establishment of functional criminal justice systems, increasing security in communities and promoting protection of human rights for all citizens, including:

- Provision of basic legal information and pro bono legal services to beneficiaries;
- Training of community members and awareness raising in a substantive manner relating to: human rights, women's rights, SGBV issues, and constitutional/legal issues;
- Carrying out community awareness on access to justice and rule of law issues;
- Provision of psychosocial support to persons in detention and victims of SGBV;
- Promotion and capacity building related to alternative dispute resolution services such as mediation and reconciliation;



CRADA is looking to recruit qualified access to justice program officer to base in Pibor town. The Program Officer- Access to Justice may represent CRADA with Partners, CRADA HQ staff and Government officials, technical advisors and experts, donors and civil society. CRADA seeks a Program Officer- Access to Justice, who will manage CRADA's Pibor Access to Justice Program and will be responsible for the following key functions:

Manage day to day program implementation, including: work planning, budget management, monitoring, and reporting, and ensure that all phases of projects are consistent with the project design and delivery schedule:

- Monitor daily program implementation issues, including revisions to project design and work plans; make recommendations for timely and optimal course corrections;
- Collaborate and communicate regularly with the CRADA HQ Finance Department and HQ program department in order to build accurate financial forecasts, including reviewing financial reports and identifying in advance areas of over- or under-spending, and flagging any urgent budgetary issues
- Draft and provide inputs to annual and quarterly reports; coordinate the submission of financial and narrative reports; ensuring these are able to highlight the value and impact the program/activity brings;

Ensure program compliance with donor contracts as well as quality standards:

- Ensure compliance with program contracts and subcontracts;
- Conduct research on legal, political, social, and economic events, trends, and/or developments relating to the program in the area of implementation; respond to internal and external requests for such research;
- Design, research, draft, and edit legal working papers, memos, briefs, and other original materials in the field experience, and utilize these materials for the development of relevant outputs;
- Ensure program deliverables meet quality standards and proactively seek input from relevant substantive internal experts;

Oversee Program Reporting, Monitoring and Evaluation:

- Collaborate with the Evaluation team and liaise closely with the relevant Program units on the evaluation of programs;
- Identify and report on timely manner any difficulty or possible change in the program strategy, objectives, results or activities, and make recommendations for timely and optimal course corrections;
- Identify project and team successes and lead documentation for internal and external information sharing.

Program Development and Program Representation:



- Represent CRADA in program events, build relationships with donors, UN agencies, government institutions; CSO's and other stakeholders in the rule of law field, governance and peace-building field;
- In coordination with the supervisor, generate ideas and identify new program opportunities; provide substantive input in the development of proposals or concept notes aimed at innovatively expanding CRADA's program portfolio in line with country/regional/organizational strategies;
- Responsible for design of implementation plans by means of standardized program cycle management tools, logic models and frameworks, work plans, monitoring reports, and others;
- Under the guidance of the supervisor, build relationships and liaise with donors, beneficiaries, and other external stakeholders, including through face-to-face meetings and the preparation of reports and briefs.

Ensure effective, efficient, results-based and timely delivery of activities and results;

- Provide clear direction, addressing development, and performance management through ongoing dialogue, and mentoring; fostering a teamwork approach in meeting objectives and goals; address possible conflicts in a positive and constructive manner with our local partners

Qualifications

- Advanced university degree in, law, Peace-building, public Administration, Public Policy or other relevant social sciences.
- Minimum 5-6 years of demonstrated professional experience in working with or supporting constitutional reforms implementation, judicial capacity building, access to justice, legal and policy, institutional strengthening.
- Demonstrated experience in implementation of substantive projects, management of budgets and human resources.
- Professional experience in capacity development, and Governance Programming in South Sudan and the region, would be an asset;

Languages

- Fluency in English is required. Knowledge of Arabic is an advantage.

Technical competencies

- Familiarity with standard program and data management tools, as well as results based management and monitoring and evaluation principles;
- Excellent written and verbal communication skills.
- Good knowledge of Microsoft Word, Excel and PowerPoint. Proficient use of other ICT software and internet software.
- Ability to encourages and motivate others to become involved in team activities.
- Provides constructive feedback and willingly helps others.
- Contributes to a fair environment that fosters collaboration and cooperation.



- Works effectively across and within CRADA organizational boundaries.
- Acts as a role model and offers guidance to colleagues. Takes initiative to share knowledge, experiences and information with other team members.
- Accepts and gives constructive feedback (up, down and across) to develop and motivate team members.
- Proven ability to see through tasks set and deliver results.
- The ability to work under pressure with tight deadlines, flexibility and an entrepreneurial spirit.
- Keen sense of ethics, integrity, and commitment to CRADA's mandate.
- Self-motivated and dynamic with a willingness and ability to use initiative to assist the organization to achieve its objectives;

Terms and Conditions

The successful candidate will be contracted for a period of 6 months, with the possibility of extension, depending on satisfactory performance and continued funding availability.

How To Apply

All interested applicants are encouraged to apply via CRADA Human Resource Email hr.crada@gmail.com, or by hand delivery to CRADA offices in Tongpiny by filling in CRADA Personal History Form (PHF), resume and cover letter.

CRADA is an Equal Opportunity Employer and values diversity in all areas of its operations. We welcome and encourage diverse applications. Female applicants are encouraged to apply.

