



# Assistance for Relief and Development Agency (ARUDA)

## FSL MANAGER JOB ADVERTISEMENT

*About ARUDA:* ARUDA was started in 2010 by a group of South Sudanese Nationals who saw the need to help vulnerable communities and individuals improve their life through assistance and resilience building. ARUDA is both a humanitarian and developmental agency registered as a Non-Governmental Organization in South Sudan. ARUDA focuses on finding durable solutions in a bid to fight poverty, hunger, ignorance and diseases. Its ultimate goal is to empower communities especially those affected by conflict and natural disasters so that they can be self-reliant.

### **Job Summary:**

**Job title:** Food Security & Livelihood Project Manager

**Job Location:** Eastern Equatoria-Magwi County.

**Reports to:** Program Director

**Contract Type:** Fixed term with possibility of extension.

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### **JOB SPECIFICATIONS**

The Food-Security & Livelihoods (FSL) Manager will be responsible for leading the implementation of the FSL project funded by FAO to be implemented in Eastern Equatoria state, Mawi & Nimule payams. The FSL Manager will be responsible for the overall implementation of the project with technical support from the Program Director, as well as key program operations support functions including finance, HR, administration, Procurement & Logistics. You will be responsible for project implementation & reporting. Your roles shall include but not limited to the following; conduct FSL related trainings, monitoring, reporting of project activities, building relationships with local authorities as well as partners in the area.

### **KEY RESPONSIBILITIES**

- Review program funding proposal and budget and prepare implementation plan on monthly break down with support from the M&E Manager.
- Prepare order requests for inputs necessary for the project implementation with support from the Logistics department and M&E Manager.





- Carry out community consultations and awareness in preparation for the beneficiary selection.
- Manage beneficiary selection collaboratively with the local authorities in accordance to the set predetermined selection criteria.
- Ensure implementation plans with the project officers, Assistants and with Juba management for approval prior to implementation.
- Facilitate the capacity enhancement of selected beneficiary household to be supported with the project intervention.
- Work with extension workers, Project officers, Assistants and community volunteers (Enumerators, crowd controllers, local guards, splitters) to ensure smooth implementation of the project activities according to the approved work plan and budgets.
- In collaboration with the M&E manager, Project officers ensure diligent monitoring of the project activity implementation targets.
- Prepare monthly, quarterly budget request for the coming months planned project activities.
- Manage and ensure accountable documentation and reporting of receipt, storage, and distribution of all project inputs (crop kits, vegetable kits and fishing kits
- Ensure transparent utilization of resources through proper management and reporting
- Perform any other responsibility as necessary regarding the implementation of the emergency livelihood response project as required by ARUDA management.
- Ensure Covid-19 pandemic specific activities are implemented according to the cluster guidance aimed to prevent infection and transmission of Covid-19.
- Train & orient the field project implementation team on PSEA prevention, monitoring and reporting.

### **Person specification**

#### **a) Education**

- Degree in Agriculture studies preferred , Developmental studies, Veterinary or related courses acceptable with relevant experience.
- Project Management Courses will be a plus

#### **b). Experience**

- At least 3 years program management experience; previous experience managing emergency/recovery projects in FSL.



- Demonstrated experience in program design (including proposal development), implementation, monitoring and evaluation
- Experience of and commitment to working through systems of community participation and accountability
- Some experience of representation and ability to represent ARUDA effectively in external forums
- Excellent command of English (both written and spoken)
- Knowledge of Arabic is required
- Knowledge of Sphere emergency guidelines, including MEAL guidelines and best practices.

**NB.** The job duties and responsibility as set out above are not exhaustive and the post holder may be required to carry out additional duties within reasonableness of their level of skills and experience

Interested and qualified candidates are requested to send an updated CV and a Cover letter ONLY to [jobs@aruda-ssd.org](mailto:jobs@aruda-ssd.org).

This position is subject to donor funding availability. We strongly recommend use of email application due to restrictions around Covid-19. Hard copies will also be accepted, they can be dropped at our Head office, Central Equatoria, Hai Nimra Talata, Juba custom Road opp. Container Johny. Please indicate on the envelope OR Email Subject Line - APPLICATION FOR FSL MANAGER.

Deadline for application: 25<sup>th</sup> August 2020 midnight.

Due to the urgency of this position, applications will be reviewed on a rolling basis. Only qualified candidates who meet the selection criteria will be contacted. Kindly Consider yourself unsuccessful if you don't hear from us THREE weeks after the deadline date.

