



COSEDA

COMMUNITY SOCIAL AND ECONOMIC DEVELOPMENT AGENCY

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Community Social and Economic Development Agency (COSEDA) is a reputable organization dedicated to promoting sustainable development and improving the social and economic well-being of communities. With a focus on the African continent, COSEDA partners with governments, Civil Society Organizations, UN agencies and relevant stakeholders to implement effective programs and projects.

Our Vision

To create a self-reliant and empowered community in South Sudan, where local resources are optimally utilized to drive economic growth and improve the overall well-being of its residents.

Our Mission

COSEDA's mission is to empower communities by providing them with the necessary tools, resources, and knowledge to drive their social and economic development. By fostering partnerships and leveraging local insights, COSEDA aims to create lasting positive change and improve the lives of individuals and communities

EMPLOYMENT OPPORTUNITIES

Applications are invited from qualified persons for the positions shown below.

Interested and qualified persons are requested to make their applications **ONLINE** through the organizations official email info@coseda.co

Please Note:

- (i) Applicants should provide all the details requested for in the advertisement. It is an offence to include fraudulent information in the application or present fake certificates/documents.
- (ii) Only shortlisted and successful candidates will be contacted.
- (iii) Canvassing in any form will lead to automatic disqualification.
- (iv) COSEDA is committed to implementing the provisions of the Constitution on fair competition and merit, representation of Sudanese diverse communities and affording equal employment opportunities to men and women, members of all ethnic groups and persons with disabilities. **Therefore, people with disabilities, marginalized communities and minorities are encouraged to apply.**
- (v) Shortlisted candidates shall be required to produce originals of their National Identity Card, academic and professional certificates and transcripts during interviews.
- (vi) Applications (resume and cover letter) should reach COSEDA on or before **July 11th 2024 by 5.00 pm (CAT)**. All applications must quote the vacancy number and position on the subject line. *Note: Positions will be filled on a rolling basis*

COSEDA is an equal opportunity employer and encourages candidates from all backgrounds to apply. We are committed to fostering a diverse, equitable, and inclusive workplace where everyone feels a sense of belonging. We look forward to receiving your application and discussing how you can contribute to our mission of empowering communities in South Sudan. COSEDA is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults and expects all staff to share this commitment

Promoting Sustainable Health, Social and Economic Development for African Communities

FIELD MANAGER (COSEDA.VAC/No. 02/2024.) – 2 POSITIONS

Reporting to: Project Manager

Physical Location: Tonj East and Pigi Counties

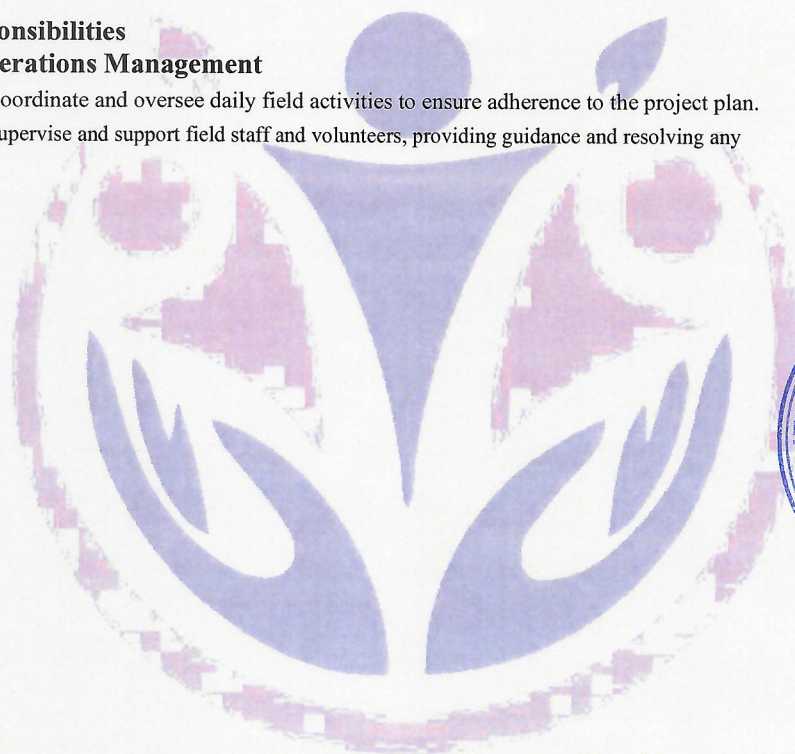
Job summary

The Field Manager is responsible for the on-the-ground implementation of project plans as outlined by the Project Manager. This includes coordinating field activities, managing field staff and volunteers, ensuring compliance with project timelines and budgets, and engaging with community stakeholders. The Field Manager will play a critical role in translating project objectives into tangible outcomes and ensuring that all activities are executed efficiently and effectively.

Duties and Responsibilities

- **Field Operations Management**

- Coordinate and oversee daily field activities to ensure adherence to the project plan.
- Supervise and support field staff and volunteers, providing guidance and resolving any



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- issues that arise on-site.
- **Community Engagement**
 - Engage with community members and local leaders to foster strong relationships and ensure community participation and support for project activities.
 - Address community concerns and feedback, adjusting project activities as necessary to meet community needs.
 - **Monitoring and Reporting**
 - Monitor the progress of field activities against the project plan, identifying and addressing any deviations or delays.
 - Collect and analyze data from the field to track project performance and outcomes.
 - Prepare regular reports on field activities, progress, and challenges for the Project Manager.
 - **Resource Management**
 - Manage the allocation and use of resources in the field, ensuring that materials and equipment are used efficiently.
 - Ensure compliance with project budgets and financial guidelines in the execution of field activities.
 - **Quality Assurance**
 - Implement quality assurance processes to ensure that field activities meet project standards and objectives.
 - Conduct regular inspections and assessments of field activities to identify areas for improvement.
 - **Risk Management**
 - Identify potential risks and challenges in the field and develop strategies to mitigate them.
 - Ensure that all field activities comply with organizational policies, safety standards, and regulatory requirements.
 - **Capacity Building**
 - Provide training and capacity-building support to field staff and volunteers to enhance their skills and performance.
 - Foster a collaborative and motivated work environment within the field team.



Qualifications

- **Education:** Bachelor's degree in a relevant field, such as Development Studies, Community Development, Public Health, or a related discipline.
- **Experience:** Minimum of three years of experience in field management or a similar role within an NGO or community development setting/hard to reach areas.
- **Skills:**
 - Strong leadership and interpersonal skills.
 - Excellent organizational and problem-solving abilities.
 - Ability to work effectively with diverse community groups and stakeholders.
 - Proficiency in data collection and reporting.
 - Knowledge of project management principles and practices.
 - Fluency in English and local language/s.
- **Additional Requirements:** Willingness to travel frequently to project sites and work in challenging field conditions.