OXFAM SOUTH SUDAN

**JOB DESCRIPTION**

**Distribution Team Leader**

Reporting to **Distribution Team Leader-Lankien**

Internal Job Grade **CZ 2 National**

Contract type **Fixed term contract**

Location **Lankien South Sudan**

Staff reporting to this post **EFSL Officers**

Budget responsibility None

**Oxfam purpose**

To work with others to find lasting solutions to poverty and suffering.

**TEAM PURPOSE:**

To ensure effective and efficient implementation, monitoring & evaluation and coordination of Emergency Food Security and Livelihoods (EFSL) activities in line with Oxfam and internationally accepted humanitarian standards.

**Job Purpose**

The Food Distribution Team Leader will be responsible for providing leadership in the implementation of Oxfam’s food distribution activities under partnership with World Food Programme in Nyirol, Uror and Akobo West. The Team leader will directly supervise project staff in implementing food assistance activities The Job holder will also support the distribution manager in monitoring the humanitarian situation, liaising with local leadership and assessing progress against agreed objectives.

The Food Distribution Team Leader is ultimately responsible for ensuring effective, orderly and safe food distribution to Internally Displaced Persons (IDPs) and Host Communities; for ensuring timely and accurate reports, data integrity and information management. The Team leader will ensure proper planning of distributions, conditional activities and monitoring progress in the transition from GFD to GFD+

**Role Context**

Oxfam has been working in South Sudan since 1983, devoted to empowering people against poverty. In 2015, the organisation consolidated its efforts to meet the needs of the most vulnerable and has reached over 1.2 million people across South Sudan with life-saving sustainable assistance

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| **DIMENSIONS**   1. Main focus for implementing stock and assets controls according to policy, tools and guidelines. 2. Objectives set with manager, mainly relating to the quality of programme work in specialism for project or programme and the implementing team. 3. Diverse and complex problem-solving, requiring professional knowledge field experience and an understanding of development and humanitarian work. 4. Problem-solving and analysis often involves difficult decision-making with no precedent, although difficult decisions taken with manager. 5. Advice and problem-solving often given over distance with limited information. 6. Information sources are diverse, ranging from academic research to data collection in programme and non-programme areas and often requires a judgement on credibility and accuracy of the information. 7. Work patterns are not routine and often high pressure. 8. Makes complex technical information accessible and usable by non-specialist. 9. Creates opportunities to develop work within a framework plan. 10. Knowledge required includes broad understanding of and their relevance to own specialism. 11. Experience of development and humanitarian work gained in professional work inside and outside Oxfam. 12. Decisions on programmes, especially if adviser involved in assessment, can be fundamental to whether a programme takes place, and its shape, size and quality. 13. Decisions in research and development – are important for Oxfam’s capacity for humanitarian response, and the profile of a particular aspect of policy work. 14. Impact is on department/Region and division in relation to SCOs, with direct influence on programme quality. 15. Impact on external policy and practice of other agencies and through advocacy and policy work on the international debate in relief and development. 16. Short, medium and long term planning is required in the context of changing priorities.   **RESPONSIBILITIES:**   * Direct supervision of food assistance team in Jonglei State including performance review, on the job training, support, encouragement and correction. * Delegated authority to represent Oxfam to stakeholders for all matters concerning Food Assistance in affected areas in Jonglei State. * Contribute to a clear strategy for Food Assistance programming in collaboration with the Distribution Manager and Programme Manager. * Ensure safe programming is adhered to, Protection and gender are mainstreamed in all food assistance activities. * Submit field visit, food distribution reports to the Distribution Manager * Ensure coordination of all activities at County-level with relevant Local Government leaders, INGOs and CBOs, and community stakeholders, and maintain constant coordination with WFP in project implementation. * Address specific needs of women, men, boys and girls by mainstreaming gender in reaming in all food distribution program in coordination with gender team * Provide regular orientation to team on promoting the Oxfam gender pick up and go modules, Oxfam Minimum Standards for Gender in Emergencies and checklists in all Oxfam focus areas with technical support of gender team |
| |  | | --- | | **SKILLS AND COMPETENCIES:**  **Essential:**   * University degree in any discipline related to Humanitarian Action, Social Sciences. Experiences in managing food Assistance projects is an added advantage. * A minimum of two years’ experience in direct implementation of food security, livelihood, or community mobilisation in a humanitarian setting * Sensitivity, diplomacy, tact, good communication skills, and ability to remain calm under pressure. * Well developed interpersonal and team skills. * Good team skills to work with people at managerial and senior government levels. * The ability to present accurate reports, sometimes a short notice. * Ability to communicate effectively even when under pressure. * Ability to understand complex security situations and adjust operations accordingly. * Experience in monitoring and evaluation of humanitarian programmes * Flexibility, willingness to travel and work in difficult circumstances. * Good understanding of humanitarian protection standard, Sphere Minimum Standards, gender issues and Code of conduct as relevant to food distribution activities. * A commitment to the aims and objectives of Oxfam * Demonstrated experience of integrated gender and diversity issues into humanitarian programmes. * Strong oral and written communication skills in English * Computer literacy   **Desirable:**   * Experience in working in Nyirol, Uror and Akobo is highly preferred. * Experience in conditional food assistance would be a significant advantage. | |  | |