

V22 June 2026



Job Advertisement

Save the Children is an international non-governmental organization that works for a future of children, their families and communities realize social equity and dignity; have access to their basic physical, emotional and development needs.

SCI is seeking to recruit: -

Job Title: Community Mobilizers -ECHO Cash (6 post)

Location: Abyei Field Office

Reports to: ECHO Cash Project Officer.

Contract Period 7 months with possibility of extension depending on performance and funding availability.

CHILD SAFEGUARDING: (select only one)

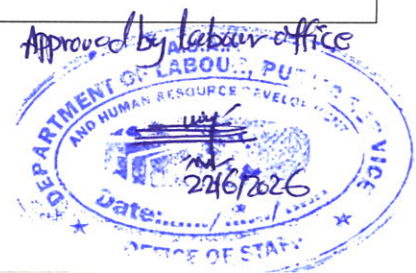
Level 3: the role holder will have contact with children and/or young people *either* frequently (e.g. once a week or more) *or* intensively (e.g. four days in one month or more or overnight) because they work in country programs; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff.

ROLE PURPOSE:

The Community mobiliser and Monitor will be responsible for the overall management and successful implementation of the project ECHO Cash project in Abyei (various operation locations) with primary role of Enrolment, registration, arranging and distributing cash for beneficiaries. She/he records and keeps all the necessary documents on the operations executed.

The Community Mobilizer will build relationships between SCI and the community. He/she will be responsible to monitor Nutrition, Protection and Gender programmes including psychosocial activities, and support the establishment of Community based Child Protection Mechanisms, build their capacity on child protection, identification and referral of child protection concern through the existing referral pathway including ongoing support.

The incumbent of this position represents Save the Children values and principles in interactions with staff and external audiences. These values and principles include commitment to the mission of Save the Children International, team orientation, quality management and leadership development, introducing systems and procedures to strengthen staff motivation and productivity.



SCOPE OF ROLE:

Reports to: ECHO CASH Project Officer

Staff directly reporting to this post: None

Budget Responsibilities: None

Role Dimensions

- **Internal:** All Staff and all Managers in Save the Children, Field Programme level, field manager; Operations Manager, Finance, MEAL Coordinator, Data Management officers Logistics and HR in Abyei field Office
- **External:** County/Payam/Boma government authorities and experts, Local and International NGOs and UN Agencies operating in Abyei locations

KEY AREAS OF ACCOUNTABILITY:**Responsibility #1: Targeting:**

- Facilitate establishment of AAPs committee, monitors the procedures involved in the selection, verification and registration of the program beneficiaries and develop systems jointly with relevant program partners and staff to ensure accurate, accountable and consistent targeting process of the program beneficiaries.
- In conjunction with SCI team and local authorities, establish/strengthens beneficiary targeting and verification committees or local structures in line with the consortium harmonized targeting guidelines and the requirements
- Prepare Master List of beneficiaries who are targeted for all programme activities.

Responsibility #2: Community Mobilization:

- Lead in community mobilization strategy development and mobilize of the target community participating in the different program activities.
- Sensitize and create awareness to local community and community leaders about the program both MPCA and complementary interventions.
- Mobilizes the community leaders, beneficiaries and like-minded NGO in the target payams about the MPCA distribution process, modality, distribution mechanism, target groups, entitlement and duration.
- Promotes Gender discussions to ensure target HHs MPCA spending decision making is shared between the household members
- Promotes active child safeguarding activities in all the nutrition sites.

Responsibility # 3: Cash Distribution practices:

- Work closely with beneficiary representatives, AAPs, Boma leaders to ensure proper distribution practices in line with the donor and organizational standards and in line with the program requirements
- Collect Monthly JMMI tools and share with JMMI in line with the guidance.

- Highlight in a timely manner if the targeting and distribution practices of the program are not in accordance with agreed processes and provide support as necessary.
- To support Baseline, PDM assessment in your respective counties.
- Conduct field monitoring visits to monitoring cash program activities / interventions against Quality Benchmarks/Quality Checklists and produce & share weekly reports to concerned program team as well as management team based on quality and accountability findings and incorporate inputs from program team in an agreed action plan.
- Ensure proper cash Data tracking in all the nutrition and protection sites.

Job Responsibility #4: Record Keeping and Reporting:

- Submits all the necessary documents (payment sheets/beneficiary lists, authorization distribution memo etc.) to Warehouse Officer after the completion of the distribution.
- Records and keeps all the necessary documents (Tally sheets, empty container handing and taking over confirmation documents);
- Prepares periodic/weekly cash distribution status to immediate supervisor.
- Reports on the reconciliation of Cash distribution with Financial Service Providers (FSP)
- Provide monthly reporting tools to MEAL team through the Output tracker (OT) and Indicator Performance Tracking Table (IPTT).
- Validate data and information reported in IPTTs/OTs/narrative reports to ensure accuracy

Responsibility #5: Capacity Support and Supervision of ECHO Activities:

- To be fully acquainted with the targeting approach, Cash implementation modality and other related issues and inform and support partners in these regulations and processes
- To identify lessons learned from the day-to-day activities and prepare them for communication, dissemination and documentation purpose.
- Monitor the redistribution of the cash items after the first distribution.
- Review beneficiary attendance and prepare payment distribution sheets.
- Produce accurate and timely Cash programs' progress, beneficiary and other related reports.
- To represent SCI in workshops, trainings and meetings organized at Payam/Boma levels, as required.

Responsibility #6: Perform other duties as assigned.

- Performs other incidental duties as assigned by the project manager

NB. This post focuses on emergency/humanitarian programming but will be expected to contribute to SCI's dual mandate and support as needed in both emergencies and development settings.

QUALIFICATIONS

- Minimum of College Diploma/Certificate in social science, agriculture and other related fields.

EXPERIENCE AND SKILLS

- At least two-year relevant project implementation experience in food security and Livelihood programme with emergency cash distributions within NGOs or similar.
- Skills and experience in participatory methodologies and SCI approaches.
- Knowledge of the local language and communication skills.

- Substantial experience in coordinating, mobilizing community, planning, implementation, supervision, monitoring and reporting
- Cultural and gender sensitivity
- Strong interpersonal skills and an ability to mentor staff
- Proven ability to manage a complex and demanding workload
- Commitment to SCI mission to assist people on the basis of need, not creed, race or nationality; applies agency plan in day-to-day work life, especially relationships.
- Willingness and ability to travel to all project areas, within approved security frameworks
- Work experience in diverse international NGOs is an asset.
- Excellent Report Writing and English proficiency skills.
- Demonstrated application of micro soft Office: Ms Word, Excel and Power Point.

Desirable

- Knowledge of the area, socio-culture and local language where the post is located as an added advantage
- Practical experiences in the use of specific food/cash distribution and monitoring tools
- Trained on MPCA

Additional job responsibilities

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.

Equal Opportunities

The role holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures.

Child Safeguarding:

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

All employees are expected to carry out their duties in accordance with our global anti-harassment policy

Health and Safety

The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.

In case you face difficulty accessing the link, please come to Save the children international head office Juba Hai Malakal or submit hard copies of your application to SCI Abyei Filed Office, before end date.

Qualified and interested female candidates are strongly encouraged to apply

Female candidates are highly encouraged to apply

The Organisation

We employ approximately 25,000 people across the globe and work on the ground in over 100 countries to help children affected by crises, or those that need better healthcare, education and child protection. We also campaign and advocate at the highest levels to realise the right of children and to ensure their voices are heard.

We are working towards three breakthroughs in how the world treats children by 2030:

- No child dies from preventable causes before their 5th birthday
- All children learn from a quality basic education and that,
- Violence against children is no longer tolerated

We know that great people make a great organization, and that our employees play a crucial role in helping us achieve our ambitions for children. We value our people and offer a meaningful and rewarding career, along with a collaborative and inclusive environment where ambition, creativity, and integrity are highly valued.

Application Information:

Please attach a copy of your CV and cover letter with your application, and include details of your current remuneration and salary expectations. A copy of the full role profile can be found at (SCI Career Site Careers (oraclecloud.com))

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Deadline for submitting applications: 3rd July, 2026.

Cc: MoJobadvert@gmail.com (National Ministry of labour email Address Juba)



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Abyei office
ON 22/07/2026
RRC
Date:.....