



EXTERNAL JOB OPENING

War Child Holland has been working with Children and communities in Southern/South Sudan for 24 years since 1998, and established a South Sudan Country Office upon independence in 2011. War Child's Child protection, psychosocial support and education activities in South Sudan focus on supporting the resilience of children and those responsible for their care during and after conflict and reinforcing community-based child protection mechanisms aimed at preventing rights violations, with the active and meaningful participation of children. In recent years, War Child has implemented various child protection and education projects which included (a) establishing child friendly and safe learning spaces (b) Supporting youth and families in improving their livelihood and income-generating potential through capacity building activities; (c) increasing access to education, particularly the participation of girls by addressing barriers to education and promoting behavioral change amongst families and communities; and (d) supporting teacher training and development through a tablet-based learning methodology. As of June 2017, War Child's geographical scope includes Greater Upper Nile, Central Equatoria, Eastern Equatoria and Jonglei States.

War Child Holland's programme in South Sudan is anchored on a rights-based and community development approach, War Child Holland utilizes participatory methodologies with the overarching goal of empowering communities and individuals as 'change agents' capitalizing on their own inherent capacity and strength.

Job opening	Project Coordinator (Child Protection & Peace Building)
Position open for:	South Sudanese Nationals only
Advertisement date:	24 th February 2022
Duty Station:	Bor-South
Hierarchical Reporting Line	Field Coordinator-Jonglei State
Functional reporting line	Programme Implementation Manager (PIM)
Functional Level	G
# needed	1
Position Status	Non relocatable
Duration of contract	12 months with possibility of extension
Start Date	April 1 st 2022
Closing date:	17 th March 2022
Position condition	Dependent on approval of funding

General Purpose

The Project Coordinator (PC) is senior field level management and technical position with focus on a project designed to contribute for prevention of child abuse, exploitation and violence including recruitment; psychosocial support; livelihood development and peace building interventions targeting vulnerable children at risk of recruitment, their families and community at large. The role involves management of operation and budget for the assigned project. He/she is responsible for the overall planning, implementation, monitoring, evaluation and reporting of child protection, psychosocial support, peace building and livelihood activities related to a project and the supervision of operations (HR, finance, logistics and safety) in the field locations. In addition the PC shares responsibilities regarding proposal writing and reporting at field level and actively coordinate the project with child focused government ministries and partners and consortium members to collectively contribute for prevention of the use of children in armed forces and/or armed groups including action plan development to this end and monitoring and reporting on its implementation.



Position in the Organization

The Project Coordinator reports to Bor Field Coordinator and in charge of field program and operations for the assigned project/s and coordinates the action with consortium partner organizations. The PC supervises community workers and case workers and is responsible for all field staff in the location under the project.

Essential functional relations: Program Implementation Manager (PIM), all field location staff, Logistics and Safety, HR, Finance and the Program Development Unit (PDU).

24 FEB 2022

Specific Job Description

1. General Project activities (Field Program Management)

- Leads the design, preparation, implementation and follow up of recruitment prevention (CAAFAG), psychosocial support, peace building and livelihood project activities in the field location, and/or any other projects assigned in his/her portfolio.
- Contributes to the development of the annual plan and annual reports for the field location.
- Participates in the development of the operational/activity plan/work plan for the field location.
- Works with the local partners and their staff to design and prepare operational annual plans and annual partnership grant documents, review of the progress and monitoring day to day activities of the partners.
- Collaborates with child focused stakeholders to develop institutional capacity building plans for to prevent child recruitment and follow up on agreed capacity building action plans by stakeholders
- Offers day to day support supervision to staff on project activities and conducts one to one coaching of in areas of support identified.
- Conducts coordination meetings with stakeholders at least on monthly basis in order facilitate implementation of joint work plan on prevention of the use of children in armed groups and forces
- Attends, or delegates, sector specific inter-agency/cluster meetings as required.
- Conducts regular meetings with stakeholders, especially children, young people and other direct project participants as part of monitoring to ensure timely and effective interventions, as well as in order to address emerging issues, if any.
- Participates and leads the assessment team during the base line/end line survey and the site selection for the communities identified for the project in coordination with the consortium.
- Coordinates regularly with local government representatives to discuss the progress of the project and to share challenges and seek support where necessary.
- Participates in the selection and recruitment of local project staff and community facilitators.
- Coordinates with consortium, NGOs, UN and other relevant groups about the implementation of the project.
- Provides project orientation to all staff, and partners, to ensure that everyone understands the objectives, approach and work plan of the project.
- Supports strengthening community based child protection mechanism in all community sites.
- Ensures s/he receives monthly reports from the project team and compiles them.

2. Monitoring and Evaluation

- Ensures the application of all Monitoring & Evaluation (M&E) systems and procedures in the Field Location in collaboration with the PDU.
- Compiles quality, monthly project narrative reports from all POs, community facilitators and partners in his location and submits these to the line manager.
- Collects monthly database information from project teams and shares these with M&E person for compilation and record keeping.



- Preparation/compilation/consolidation of bi annual and annual progress reports to donors and WCH Head Office when required.
 - Conducts periodic monitoring and evaluation visits to project sites to review the implementation of project activities.
 - Supports the project team to make use of all the monitoring and reporting tools which are required
 - Makes sure the project team submit reports timely and gets weekly updates from the team.
- 3. Capacity building of staffs and stakeholders**
- Facilitates capacity building trainings and technical support to staff and stakeholders, in cooperation with technical team and the Field Coordinator.
 - Supports community action plan development on prevention of recruitment and monitor its implementation.
 - Provides on-the-job capacity building support in activity planning, reporting, communication, and implementation and monitoring for staff and stakeholders, when needed.
- 4. Staff Supervision**
- Directly supervises Project Officers (POs) and community based staffs.
 - Supports the project team at the location in the implementation of project activities.
 - Establishes annual staff development objectives for the project team and supports them in achieving these.
 - Collaborates with PDU in identifying training needs for the staff under him.
 - Conducts the yearly Performance & Development Cycle meetings with his/her staff.
- 5. Finance Management**
- Maintains efficient financial control (of cash flows, local payment, etc), accountability standards, procedures and records for the project location;
 - Ensures that the project expenses are in line with project objectives and project budget
 - Responsible for day to day financial management and administration of the project while ensuring adherence to WCH country finance policies and procedures set
 - Prepares project budget and project budget control reports
 - Ensure timely and accurate financial and donor reports
 - Timely report safety incidents with staff in project locations, if applicable to PIM and work closely with him to mitigate risks for staffs and organizational assets in the project locations
- 6. Networking and Representation**
- Establish and maintain good working relationships with government ministries and protection stakeholders in the field location; at county and state levels
 - Closely work with project consortium members for joint planning, implementation and monitoring of project activities
 - Liaise with relevant ministries, local partner/s, international organizations for effective implementation and coordination of project activities
 - Participate in technical coordination meetings with other agencies and stakeholders on child protection , psychosocial support and peace building
 - Follow up, monitor and support the project activities
- 7. Logistics Management**
- Ensures development of procurement plan and procurement is done according to WCH procedures.
 - Monitors the use of WCH materials and assets according to WCH procedures
 - Adheres to applicable WCH logistics and procurement policies and procedures.

Requirements

1) Education Qualifications.

- Minimum of Bachelor's degree from a recognized university in Social Sciences or related field.

2) Work Experience



- At least 4-5 years of project management work experience in community development projects and/or child development work with a focus on protection or psychosocial support, basic education and livelihood of which at least 3 year within the (I)NGO or UN environment
- Experience in working with community based and participatory implementation strategies.
- Knowledge and experience in all aspects of Project Cycle Management
- Experience on management of child protection projects and prior experience in the project location is an added advantage.

3) **Competencies**

- Good communication skills
- Eye for detail, high level of accuracy
- High level of Microsoft excel skills
- Ability to meet deadlines and work under stress and minimum supervision
- Knowledge of safety rules
- Flexibility, reliability and trustworthiness
- Oral and written Arabic and English skills. Ability to speak local language/s of the project location is an advantage.
- Ability to effectively present information and respond appropriately to questions
- Affinity with WCH principles

Commitment to the vision and goals of War Child Holland in South Sudan including adherence to the Child Safeguarding and integrity Policy, is essential.

How to apply:

Application letters along with an updated CVs with details of three most recent referees, and National ID addressed to the Human Resources Department and be delivered through email to info.ssdco@warchild.nl
The position "Project Coordinator - Bor" must be clearly indicated in your subject line of email

Note: As a mitigation against covid-19, we only receive online submissions to avoid the risk of spread of the deadly virus through physical contacts.

Please note that any application letter received is not returnable and War Child Holland is not obliged to give feedback / notices to none shortlisted applicants.

War Child Holland-South Sudan values your applications, however, only shortlisted candidates will be contacted.



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