



Norwegian People's Aid
South Sudan

APPROVED by *[Signature]* 14/05/2021
RRC chief Admin Lake



Advertisement for Cash Based Intervention Officer- Rumbek

Norwegian People's Aid (NPA) South Sudan is an International Non-Governmental Organization involved in humanitarian, relief and long-term development cooperation in South Sudan. NPA has worked in South Sudan since 1986 and currently runs three programmes: Civil Society Development, Rural Development, and Emergency Response.

NPA is currently implementing Cash based Emergency Humanitarian Food Assistance in Lakes State and wishes to recruit a highly competent, proactive and self-driven individual (South Sudanese), for the position of **Cash Based Intervention Officer** based in Rumbek.

The contract for this position is Definite Contract with possibility of extension based on funding and satisfactory performance.

Purpose of the Position:

The Cash Based Intervention Officer is responsible for the implementation of cash based food security project activities in Rumbek. The responsibilities include, participating in developing the work plans, organizing and coordination with NPA's financial service provider during cash transfer and distribution to beneficiaries, lead post distribution monitoring, markets and traders' assessment, training/orientation of beneficiaries and reporting. All responsibilities and reporting have to be carried out in accordance with NPA policies and the delegation of authority.

Duties and Responsibilities:

1. Development of Project Documents

- Facilitate discussions and planning processes within project/program.
- Participate in the development of project proposals through the provision of technical expertise using standard formats.
- Propose implementation targets with monitoring and evaluation indicators.
- Preparation of project budgets in accordance with the donor and NPA requirements.

2. Train Project Staff and Project Beneficiaries

- Participate in capacity building of project staff and beneficiaries through suitable training activities identified and recommended after conducting the capacity assessment.
- Support the training manual designing and development for different groups.

3. Monitoring and Evaluation

- Conduct regular Markets assessments in various locations

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- Conduct Post distribution monitoring and beneficiary satisfaction survey
- Markets, Traders and Price monitoring
- Participate in baseline surveys, other appropriate assessments and submit reports for necessary actions.

4. Supervision and Technical Backstopping

- Supervise staff and provide appropriate technical backstopping.

5. Reporting

- Provide regular internal reporting, using standardized tools and formats such as the Project Management Framework.
- Prepare and submit timely progress and technical evaluation reports (quarterly, bi-annual or otherwise specified and as per the donor requirement). This will include the collection of accurate data on project results and objectives, supported by appropriate information and analysis.



Desired Qualifications/Skills/Experience:

- Bachelor's degree in Business Administration, Economics, Agricultural Economics, Sociology or Food Security.
- Four (4) years of practical experience in implementation and monitoring of cash based interventions.
- At least two (2) years past experience with similar size agency in implementing cash based emergency food security interventions.
- Detailed understanding of cash based intervention guidelines and standards.
- Practical experience in conducting markets and traders assessments.
- Good understanding of community mobilization and participatory methods.
- Proven training and facilitation skills
- Good communication (Written and Verbal) skills
- Strong interpersonal skills and excellent organizational skills
- Good report writing skills
- At least have worked with an INGO in the similar position.
- Ability to multitask,
- Strong interpersonal and excellent organizational skills.
- Good Computer Skills.

NPA South Sudan is an Equal Opportunity employer. In making employment decisions it does not discriminate on the basis of gender, ethnicity, religion or political affiliation. Qualified female candidates are highly encouraged to apply.



Application and CV/resume with active contacts and three professional referees and copies of academic transcripts should be submitted to: recruitment-rss@npaid.org

Hard copy application and CV/Resume can also be delivered to the NPA South Sudan Head Office, Martyrs Street (opposite UNICEF) Juba, or to NPA Rumbek Office.

Applications submitted after 12:00 noon on Thursday 1st July 2021, will not be considered.

NB: Submitted copies of academic transcripts will NOT be returned to the applicant.
Only Shortlisted candidates will be contacted.

