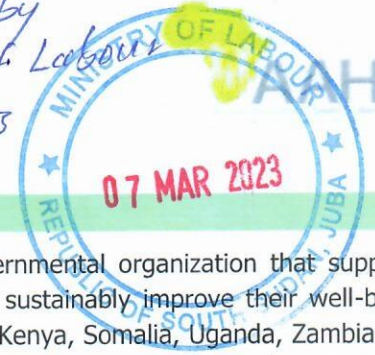


AAH-I South Sudan Country Programme  
Hai Gabat, Opp. JIT Supermarket (behind SSD Customs)  
Juba Town, Republic of South Sudan

50-H-3  
Approved by  
Inspector of Labour  
07/03/2023  
M.H.H.



## JOB VACANCY

Action Africa Help International (AAH-I), an African-led non-governmental organization that supports livelihood-challenged communities in East and Southern Africa to sustainably improve their well-being and standard of living. With Country Programmes in South Sudan, Kenya, Somalia, Uganda, Zambia and Ethiopia, AAH-I has over 30 years' experience working with communities in conflict and post-conflict situations, including refugees, internally displaced people and host communities. AAH-I also works with other marginalized communities, including pastoralists and people living in informal urban settlements.

In South Sudan, AAH-I works in Greater Equatoria, Greater Jonglei, Greater Upper Nile and Greater Unity State, with field offices in Juba, Yei, Maridi, Yambio, Mundri, Bor, Wau, Ajong Thok, Maban and Malakal.

AAH-I South Sudan Country Programme is looking to recruit a suitably qualified candidates to fill the vacant position of **Community and Rural Development Officer** to be **based at County Level**.

**Project:** South Sudan Livelihood and Resilience Project (SSLRP) Funded by IFAD and implemented as a partnership between AAHI and VSF-G.

**Job Title:** Community and Rural Development Officer

**Number:** *Five Positions – one (1) each per County (Bor, Magwi, Terekeka, Kajo-keji and Torit).*

**Period:** Fixed term contract for 12 months with possibility of extension up to 3 years

**Reports to:** Project Manager and dotted to the M&E Officer.

**Staff supervised:** Community Facilitators & Support staff

**Liaises with:** Departmental Managers of Human Resources, Finance and Procurement

**Duty Station:** *County Level*

### Context/Project background

The Government of South Sudan focusing on bridging the gap from the humanitarian development nexus and supporting agriculture recovery and income stabilization efforts has designed the South Sudan Livelihoods and Resilience Programme, (SSLRP) which will employ the Community-Driven Development (CDD) approach to contributes towards strengthening household and community institutions, strengthening social cohesion whilst contributing to the economic empowerment of communities.

Funded by IFAD, the project covers the following five Counties of Juba, Terekeka and Kajo-keji in CES, Torit and Magwi County in EES, and Bor County in Jonglei.





### Job Summary

The primary role of this post holder is coordinating the M&E output within SSLRP. Establishing M&E systems and structures at County, Payam and Boma levels, Build capacity of Agriculture development committees at County, Payam and Boma levels and the technical staff at County and Payam levels to manage the M&E systems. Facilitate the tracking and reporting of activity data & Indicators such as developing templates/Tools, reporting mechanism, etc. to measure activities progress towards intended objectives.

### Key Duties and Responsibilities:

The list of duties and responsibilities outlined below are not intended to be exhaustive, and as such may be supplemented or amended from time to time as considered necessary.

- Work closely with the Community and Rural Development officers to develop / review County Food Security and Livelihoods logical framework and adopt indicators of progress at Payam and Boma levels.
- Building capacity of staff and Development committees at County, Payam and Boma levels to operate the project Community Based Management information system.
- Establish a complaints and feedback mechanism (CFM) and help desks
- Facilitate the tracking and reporting of activity data & Indicators such as developing templates/Tools, reporting mechanism, etc. to measure activities progress towards intended objectives.
- Supervise filling of attendance of beneficiaries for the various enterprises by age and gender.
- Install sign posts at the created assets to improve project visibility.
- Participate in joint monitoring of implemented activities to ascertain achievement of outputs by the groups
- Participate in Distribution resources to beneficiary CBOs/ individuals
- Conduct post distribution monitoring (PDM) of the various projects and produce monthly PDM reports.
- Conduct crop yield assessment with support from the agriculture officer.
- Facilitate Community Based participatory planning (CBPP)- revalidation
- Perform any other duties as assigned by his/her supervisor

### Reporting

- Reporting in the first instance to the Project Manager.
- Sharing reports with the Project Manager and AAHI Head of Program.
- Preparing Project progress report for presentation to the SSLRP overall Monitoring and Evaluation of indicators.

### QUALIFICATIONS: Requirements Skills and Experience

#### Essential

- Bachelor Degree in M&E, Statistics & Demography, Economics, Development Studies, Social Science, Information Management or related field.
- Advance studies in M&E, Sustainable development, Information systems will be an added advantage.
- Minimum of 3 - 5 years' work experience in Project Management level
- Substantial experience in conducting Monitoring and Evaluation of Multi-Donor Projects – this includes having held at least 3 roles at M&E officer level.



- Working knowledge and experience on Donor reporting and adhere to project reporting time frames and regulations governing implementation of partnership lead projects.
- Experience in analysing large data set and producing high quality project reports and documentation.
- Experience in Monitoring and Evaluating of FSL Projects implemented at County and Payam levels especially with Farmers Groups, Cooperatives, and CBO lead community groups.
- Experience training community level groups and stakeholders on M&E tools and project indicators.
- Excellent communication and interpersonal skills and ability to thrive in a multi-cultural, dynamic environment.
- Ability to work under tight deadlines and share relevant information and maintain confidentiality.
- Strong capacity building skills with excellent command of both written and spoken English.
- Excellent computing skills including Microsoft Office packages such as MS Word, Excel, and Power Point
- Self-starter and able to work under undue pressure to accomplish program needs.

#### **Desirable**

- Masters level studies highly desired and an added advantage to this role esp. in sustainable Development Agriculture, Food Security and systems, Agro-forestry, Economics etc.
- Commitment to and understanding of AAH-I's vision, mission and values as well as AAH South Sudan strategic plan.
- Appreciation of the aims and objectives of AAHI.
- Willingness to travel and work in remote areas of South Sudan.
- Knowledge and experience of working in South Sudan will be an added advantage.
- Very enthusiastic and able to work extra hours to achieve the objectives of the programme.
- Fluency in written and spoken English, spoken Arabic an added advantage.
- Good knowledge of project cycle management for health projects.
- Proven training and capacity building skills.

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#### **Application Instructions**

AAH-I is an equal-opportunity employer.

**Interested candidates should address their application letters to the HR Manager AAHI South Sudan and position clearly indicated on the envelope**  
**OR**

**Email application letter and CV (with 3 referees) addressed to [recruitss@actionafricahelp.org](mailto:recruitss@actionafricahelp.org).**

Hard copies applications can be submitted and delivered in sealed envelopes at the **AAHI/UNHCR Compound in Juba town or any of the Field Offices.**

**Deadline:** All applications must be submitted latest by **25<sup>th</sup> March 2023 COB (4.00PM).**

