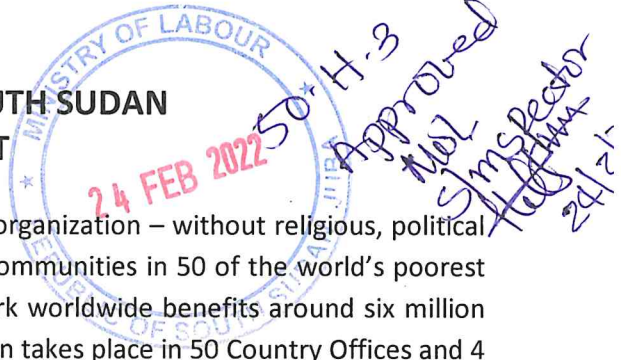




**PLAN INTERNATIONAL SOUTH SUDAN
 JOB ADVERTISEMENT**



Plan is an International Child Centered Community Development organization – without religious, political or governmental affiliation – that works with children and their communities in 50 of the world’s poorest countries to make lasting improvements in their lives. Plan’s work worldwide benefits around six million children in Africa, Asia and Latin America. Program implementation takes place in 50 Country Offices and 4 Regional Offices, working with more than 90,000 mostly rural communities.

Working in 50 developing countries across Africa, Asia and the Americas, Plan has ‘One Goal, whose aim is to reach as many children as possible, particularly those who are excluded or marginalized, with high quality programs that deliver long-lasting benefits by increasing its income, working in partnership with others and operating effectively.

Plan recognizes that the geographical context and recent history have left the communities of South Sudan highly vulnerable to emergencies from political and inter-ethnic conflicts, influx of returnees, food insecurity, long dry spells and floods. Cognizant of the need Plan is implementing emergency and recovery response in six states of South Sudan, namely Central Equatorial, Eastern Equatorial, Western Equatorial, Lakes, Upper Nile and Jonglei. Program includes food assistance, agricultural rehabilitation, Food Security and Livelihood, Education in Emergencies and Child Protection in Emergencies. Plan International also works with both International and Local partners.

Plan International South Sudan is **seeking to recruit a qualified South Sudanese for the following position of “Food Assistance Intern – Based in JUBA”**.

No. of Vacancies (2)

Job Title:	Food Assistance Intern
Tenure	6 Months
Department	Program
Reports to	National Food Assistance Coordinator
Location	JUBA

Purpose of the Role

The Food Assistance Intern will ensure supporting field offices and the National Food Assistance Coordinator and other CO team for quality implementation of emergency, recovery and resilience food assistance projects such as GFD|SF|BSFP|Warehouse and food/cash for asset (FFA/CFA) where applicable. The Intern will execute his/her work under the guidance of the National Food Assistance Coordinator.

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I. Dimensions of Role

- Support food assistance team at CO in key project implementation activities
- Support the FO food assistance team in facilitating things at CO, following up reports and any other task requested

II. Key End Results and typical Responsibilities:

- Support the food assistance team at country office and field offices in following up and reminding donor reports, compiling quality program reporting and documentation and timely reporting to meet deadlines
- Support in the creation and modifying of the food assistance and related Project Outlines (POs)
- Facilitate procurement activities at country office for food assistance projects
- Support or Follow up on financial request for food assistance related field activities
- Support some commodity tracking and reporting activities – collecting necessary supporting documents from FO and CO departments
- Do any other activities as assigned by the line manager
- Ensure projects documents or reports are properly filed and kept orderly

Safeguarding Commitments:

- Commit and contribute to an environment where children and adult program participants feel respected, supported, safe and protected;
- Never act or behave in a manner that results in violence including SHEA against a child, young person or adult or places them at risk of such violence;
- Be aware of and adhere to the provisions of the Safeguarding Policy, PSHEA Policy and COC of Plan International;
- Report and respond to safeguarding and SHEA concerns and breaches in line with the applicable procedures of Plan International;
- Maintain confidentiality of safeguarding and PSHEA concerns reported;
- Never participate in or support child marriages.

Dealing with Problems/Risks

Complexity of problems handled & the degree of investigation, analysis, & creative thinking required to solve them

The Food Assistance Intern needs to have capacity of solve problems arising early enough before they escalate. All resolved and unresolved problems should be share immediate with supervisor. In the day-to-day management of food assistance project activities, post holder should propose decisions/suggestions as appropriate to the context and in accordance with Plan International mission and objectives.

Communications and Working Relationships:

Internal:

- National Food Assistance Coordinator and other CO food assistance and nutrition team
- Thematic lead in CO and Field offices
- Program operation department at CO and FO PIA manager

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Knowledge, Skills, and Experience Required to Achieve Role's Objectives:

Knowledge

Successful candidates will possess;

- Bachelor's Degree in food security and livelihood project management, Agriculture/Agronomy, Social Work and social administration or equivalent professional qualification.
- Some knowledge of project management, Knowledge of development, trends, challenges and opportunities
- Basic knowledge in the use of computer applications software (MS Excel, MS Word, power point and emailing systems).

Skills

- Good written and spoken English Language
- Good skills in computer usage
- Good communication skills
- Interpersonal, negotiations and problem solving skills
- Skilled in giving and receiving feedback
- Good interpersonal and problem solving skills



PLAN INTERNATIONAL'S VALUES IN PRACTICE

We are open and accountable

- Promotes a culture of openness and transparency, including with sponsors and donors.
- Holds self and others accountable to achieve the highest standards of integrity.
- Consistent and fair in the treatment of people.
- Open about mistakes and keen to learn from them.
- Accountable for ensuring we are a safe organization for all children, girls & young people

We strive for lasting impact

- Articulates a clear purpose for staff and sets high expectations.
- Creates a climate of continuous improvement, open to challenge and new ideas.
- Focuses resources to drive change and maximize long-term impact, responsive to changed priorities or crises.
- Evidence-based and evaluates effectiveness.

We work well together

- Seeks constructive outcomes, listens to others, willing to compromise when appropriate.
- Builds constructive relationships across Plan International to support our shared goals.
- Develops trusting and 'win-win' relationships with funders, partners and communities.
- Engages and works well with others outside the organization to build a better world for girls and all children.

We are inclusive and empowering

- We empower our staff to give their best and develop their potential
- We respect all people, appreciate differences and challenge equality in our programs and our workplace
- We support children, girls and young people to increase their confidence and to change their own lives

Physical Environment

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- Standard office environment with some exposure to heat, cold, dirt, noise and rainy weather conditions; dim or crowded surroundings, especially when in the field
- The post holder will be required to travel to the field very frequent

Level of Contact with Children:

- High level of Contact with Children: the job responsibilities of this position require the post holder to have very frequent contact with children. It is expected that children shall be protected at all times

Employment of Relatives:

Plan International South Sudan is an equal opportunity employer; however, it discourages employment of relatives of staff members because of the conflict of interest associated with it. While trying to avoid such cases, applicants are required to declare in writing if they have any relatives working with Plan International South Sudan.

Application Submission Details:

All applications marked on the right hand corner of the envelope “**Application for the Position of “FOOD ASSISTANCE INTERN”**” should be addressed to:

**The HR & OD Business Partner
Plan International South Sudan
Juba, Hai Jerusalem.**

Applications should be submitted in hard copies to Plan International Office in Juba.

OR You can send your application via email to hr.ss@plan-international.org

The closing date for receipt of applications is before close of business on Wednesday, 16th March 2022.

Note: Applications submitted are non-returnable.

Plan is an equal opportunity employer within the meaning of the relevant UN convention. Qualified Women are strongly encouraged to apply.



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