



Job Description

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| Position title: | Education Cluster National Co-coordinator |
| Location/Base: | Juba – with frequent travels to all states |
| Reports to: | Functional: Education Cluster Coordinator Administrative: UNKEA Head of Programs |
| Number of positions: | 01 |
| Contract Duration: | 24 months |
| Advert: | External |

UNKEA

Universal Network for Knowledge & Empowerment Agency (UNKEA) is a national organization operating in South Sudan. UNKEA was founded in 2002 by a group of concerned men & women of Upper Nile state to respond to dire social, economic, livelihoods, and health conditions experienced by the South Sudanese Citizens. UNKEA's initial purpose was to solely fight the deadly Kalazaar disease in Upper Nile. This was effectively achieved – prompting the organisation to expand its mandate. UNKEA's mandate has since expanded to include Primary Health Care, Nutrition, Food Security & livelihoods, Water & Sanitation, Education, Social development of youth and women, Economic development, Access to justice & Peace Building.

Job Summary

Universal Network for Knowledge & Empowerment Agency (UNKEA) has been selected after careful consideration through a transparent application process and elections by Education Cluster membership to host the role of Education Cluster National Co-Coordinator. UNKEA was chosen as it has shown a high degree of commitment to the work of the education cluster in South Sudan and has actively engaged in this work. Additionally, as a national organisation it is uniquely placed to advance localization agenda and include voices of affected people in the Education Cluster's work.

UNKEA therefore seeks to recruit a competent individual who will play key technical leadership role in the co-coordination of the Education Cluster and be part of the Education Cluster Coordination Team. The candidate will be a staff of UNKEA and will be seconded to Education Cluster to play his/her technical roles.

Duties And Responsibilities.

The Education Cluster National Co-Coordinator's main role will be to work at the national level to support the everyday functioning of the Education Cluster. This role will work in collaboration



with the two cluster lead agency coordinators and Information Management Officer hosted by Save the Children and UNICEF. This will be a leadership role, which aims to support the leadership of the Education Cluster to ensure that Education in Emergencies response is well coordinated, the cluster strategy is moved forward, and Education Cluster members are engaged in this direction and contribute to it. Additionally, this role will support the capacity strengthening of coordination of the Education Cluster at the state level by mentoring the state cluster coordinators.

The candidate will be responsible in executing and playing the following key roles that helps to ensure delivery of the mandate of the Education Cluster.

Specific Responsibilities:

Coaching of Sub-National Cluster Coordinators

The national education cluster co-coordinator will provide support to the sub-national coordinator in relation to the coordination of the education cluster at the state level. This support will include:

- Advice and coaching by email, phone and in person whenever relevant, including regular travel to the different States in South Sudan
- Provision of training relating to education cluster coordination and linking state education coordinators to other relevant education trainings where they arise (including from the GEC)
- Provide mentoring where needed on the relevant reporting requirements
- Ensure continuous support between subnational coordinator and the national coordinators
- Provision of guidelines, tools related to education information management, cluster coordination and general protection

Capacity-Building for Education Cluster Members

- Identify training needs among education cluster members or other clusters. Particular focus should be on quality, inclusive, safe education, Age, Gender and Diversity (AGD) approaches, Protection from Sexual Exploitation and Abuse (PSEA) and localization.
- Organize training events with training resources available among members or other partners
- Facilitate the organisation of training events planned with the state/national education clusters

Coordination of Education Services

- Support the current Education Cluster Coordinators to ensure Cluster's 6 main functions (and AAP) as outlined in the IASC Reference Module are coherently realized
- Organize and facilitate monthly meetings with education partners (including relevant counterparts from State) in line with the Principles of Partnership, ensuring that cluster meetings are consultative and result oriented.
- Ensure review of progress and gaps in the education cluster response (based on 5Ws matrix received) and progress against the education cluster strategy

Inter-cluster Coordination

- Represent the education cluster in inter-cluster meetings held
- Ensure participation of education cluster in inter-cluster assessments

REQUIRED QUALIFICATIONS:

Basic Qualifications:

- Degree/Masters in Education, social sciences, development studies, and any relevant discipline.
- Any other academic achievements will be an added advantage

Skills and Experience:

The candidate will bring/have:

- High level of organisational skills and interpersonal communication skills
- Proactive and proven ability to deliver results
- Experience in leadership and supporting the development of others
- Relevant English language skills and ability to communicate in local/national languages
- Has strong advocacy skills with a proven track record
- Understands the importance of quality, inclusive and safe education
- Demonstrated experience in capacity building and mentoring of partners.
- Demonstrated leadership, communication, and facilitation skills.
- Ability to be based in Juba but with frequent travel to the States
- Prior experience in national or sub-national Education Cluster Coordination is a bonus
- Experience in information management and report writing skills are a bonus

Female candidates or Persons with Disability are strongly encouraged to apply.

UNKEA's talent acquisition procedures reflect our commitment to safeguarding the rights and dignity of all people - especially children and vulnerable adults - to live free from abuse and harm.

Application Information:

Please attach a copy of your CV and cover letter with your application, and email your application to the following email addresses jobs@unkea.org with the title: **Application for the Education Cluster National Co-Coordinator** or deliver your hard copy application to UNKEA Office in Juba P.O BOX: 504- Juba, Tombura Rd 17th Avenue (Kator).

Deadline for the application is: Close of Business on **17/11/2022**

Note: please use one (1) mode of application

UNKEA is an Equal Opportunity Employer.

This position is only open to South Sudan Nationals.

