

# Christian Mission for Development

*Transforming lives, building communities*

JOB VACANCY: FSL MANAGER



Christian Mission for Development (CMD) is a non-profit, non-governmental, multi-sectoral relief and development organization working to provide holistic services to poor and poverty-stricken communities in Africa. CMD was established in 2005 and has been in operations alleviating poverty and helps affected communities rebuild their lives. CMD works with partners to reach hard-to-reach areas with little or no basic services and significantly in regions affected by wars, poverty, extreme hunger, and illiteracy. Our thematic areas are Education, WASH, Health, Nutrition, Livelihoods, Shelter, and Protection.

**Vision:**

CMD envisions empowered, holistically transformed and economically self-reliant communities growing in unity and diversity.

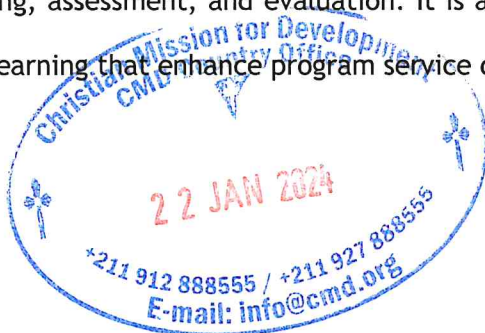
**Mission:**

CMD exists to inspire, empower, and transform communities through provision of holistic social services while strengthening resilience for self-reliance.

JOB DESCRIPTION	
Job Title: FSL Manager	Expected Start Date: 1 <sup>st</sup> March 2024
Reporting to: Programmes Coordinator	
Basic position description: Oversees all CMD’s activities related to Food Security and Livelihoods across South Sudan and especially in the below listed States and Counties	
Location	<p><b>Upper Nile State</b> - Renk, Ulang, Nasir, Longechuk, Maiwut and Malakal Counties</p> <p><b>Jonglei State</b> - Ayod, Fangak, Nyirol, Uror, Bor South, Twic East, Duk and GPAA Counties.</p> <p><b>Eastern Equatoria State</b> - Kapoeta South, Kapoeta East, Kapoeta North, Mudi and Torit Counties</p>

**Job Purpose:**

CMD South Sudan is looking for a suitable candidate to fill the position of a **Food Security and Livelihoods Manager**. The position is responsible for leading the project design and implementation of CMD’s FSL program strategy; provide technical support in the development, implementation, management, administration, monitoring, assessment, and evaluation. It is also responsible for documentation, sharing of experiences and lessons learning that enhance program service delivery to partners and target groups.





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## 1. DUTIES AND RESPONSIBILITIES

### R1. Program Management

- T.1 Lead in the project design, planning and implementation of strategies, agendas, and support FSL programmes initiatives and activities as a head of department.
- T.2 Liaise with FSL Coordinator, Field Officers and undertake specific needs assessment for programmes.
- T.3 Support the development and implementation of project and its budgets, and ensure monitoring and controls, for the department / sector.
- T.4 Develop and implement mechanisms for continuous monitoring of policy developments in South Sudan.
- T.5 Participate in resource mobilization efforts by independently fundraise resources for the FSL Program in South Sudan.
- T.6 Identify opportunities and initiate concept notes, proposals, and budget development initiatives.
- T.7 Facilitate the production of quality, accurate and timely program reports, and documents as per agreements, requirements, and schedules/work-plans.
- T.8 Promote integration of emergency food security and livelihoods and long-term Livelihoods programming to promote community resilience.
- T.9 Strategize and implement Early Recovery programmes.

### R2. Support to Advocacy

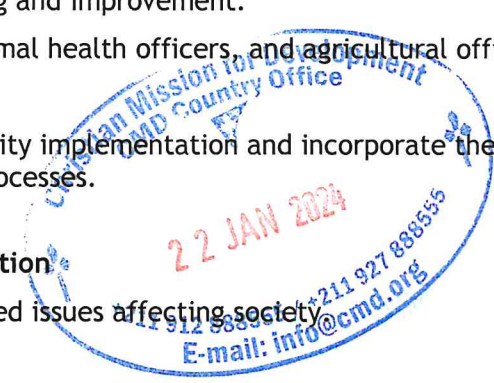
- T.1 Facilitate research and study on specific FSL issues affecting the lives of communities.
- T.2 Prepare and disseminate information on outcomes of programs and other relevant results to partners to promote evidence-based programming.
- T.3 Draft talking points, speeches, and statements on the organization's position on issues that relate to its areas of focus and interventions.
- T.4 Develop the Food Security strategy, technical guidance, and Macro LFAs for the organization in South Sudan

### R3. Training and Capacity Building

- T.1 Liaise with the staff with specialized capacity to facilitate production of resource materials for training, continuous education, and other capacity building strategies.
- T.2 Facilitate the provision of technical support to the Ministry of Agriculture, Livestock and Fisheries at the local levels in identified areas that require strengthening and improvement.
- T.3 Facilitate identified specific training program of the animal health officers, and agricultural officers and other volunteer staff.
- T.4 Ensure that key learnings are extracted from Food Security implementation and incorporate them in Food Security implementation and staff development processes.

### R4. Relationship Management, Networking and Collaboration

- T.1 Facilitate the networking and collaboration on FSL related issues affecting society





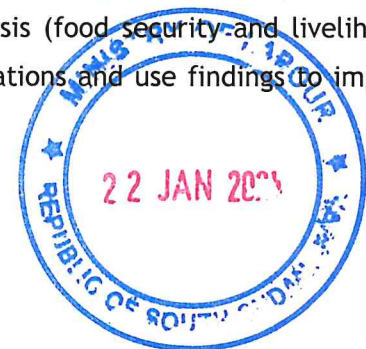
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- T.2 Represent CMD in meetings, forums, meetings, seminar, and conferences that are related to the CMD's work.
- T.3 Develop strategic links and collaboration with other local, national, and international organizations to deliver common goals relating to campaigns in areas of common interest.
- T.4 Maintain good public relations, networking, and collaboration with other like-minded organizations.

## **R5. Quality Assurance and Learning**

- T.1 Facilitate mechanisms for determining the quality and impact of FSL program initiatives internally and with.
- T.2 Document and use experiences and lessons learnt to enhance program work and promote learning both internally and externally.
- T.3 Coordinate monitoring activities, baseline surveys, Situational analysis (food security and livelihoods, and market assessments) research, external assessments, and evaluations and use findings to improve program management.



## **R6. Management of Staff**

- T.1 Managing performance and development of the team
- T.2 Responsible for supervision and management of staff in the unit.
- T.3 Provide leadership, management, supervision, mentoring and capacity building to staff.
- T.4 Maintain an effective, committed, and motivated program team and ensure that staff issues are addressed in a timely manner.
- T.5 Ensure effective supervision of staff, and timely handling of grievance and disciplinary issues.
- T.6 Undertake periodic performance evaluation of program staff.

## **R7. Carry out any other duties and responsibilities which may be assigned by the Programmes Coordinator from time to time.**

## **2. JOB SPECIFICATION AND OTHER INFORMATION RELATED TO THE JOB**

### **(a) Level of Education/Academic Qualification**

- Bachelor's degree in agriculture/ Economic Development/ Social Science or any other relevant field.
- A master's degree will be an added advantage.

### **(b) Other Competencies/Abilities/Skills Required**

- 3-5 years of agriculture/markets/livelihoods program implementation and management experience in emergency/recovery contexts.
- 2+ years implementing Household Economic Security (Livelihood and Cash and Voucher) Programming.





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- Experience in Cash Transfer Programming (CTP) added advantage.
- Hands on experience of working with World Food Programme, UNFAO, World Bank, European Union supported funds.
- Strong technical background in a broad range of Food Security and Livelihoods interventions in emergency and early recovery situations.
- Demonstrated capacity in management, managing activities, budgets, and teams.
- Experience in integrated approach to programming and programme delivery
- Ability to Line manage Emergency Teams
- Demonstrated experience and abilities in donor and host government representation at field level, in capacity building of local staff and local government, in negotiation, and monitoring.
- Effective multi-tasking, organizational capacity, prioritization skills are necessary.
- Knowledge of participatory approaches and community sensitization and mobilization
- Experience in partnership building, capacity building and networking.
- Planning and organizational skills
- Excellent analytical, communication and writing skills.
- English and Arabic (written and spoken) is desired.

### 3. CONTACTS ARISING FROM THE JOB

Within the Organization	Outside the Organization
<ul style="list-style-type: none"> <li>• Executive Director</li> <li>• Head of Programs</li> <li>• MEAL Manager</li> <li>• Program Staff</li> <li>• Field officer</li> </ul>	<ul style="list-style-type: none"> <li>• Partners</li> <li>• Donors</li> </ul>



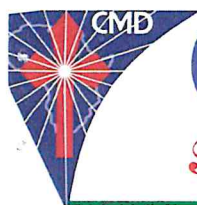
### 4. AUTHORITY/DECISION MAKING

The position involves making recommendation on policies to the program team on FSL related issues for their consideration and approval. The position also involves making decisions on issues related to the program area within obtaining policies, procedures, and practices of the organization.

### 5. SPECIAL WORKING CONDITIONS

This position involves extensive field travels.



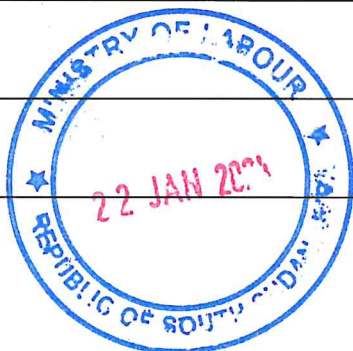


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## 6. PERFORMANCE MEASURES AND INDICATORS

Output	Timeline/Reference
Support the development of strategic, management, operations, and program plans	Duties performed as per set schedules and plans
Facilitate the implementation of annual management, operations and program plans work plans	Review reports on successful implementation of plans
Development and Submission of Budgets	Quarterly and annually
Timely reports to the management team	Monthly, Quarterly and Annually
Submission of program/ project reports to donors/ funding agencies.	Quarterly and annually
Implementation of program and project designs, monitoring and evaluation protocols and procedures.	Number of program and project designs implemented.
Unit Assets Inventory	Auditor's report
Secure, safe, and healthy working environment	Auditors report
Program Intervention Indicators	Continuous Monitoring and Evaluation reports and schedules
Resource Mobilization Strategies	No. of Funded Proposals and level of resources mobilized.
Highly productive unit	Duly filled Performance Appraisal forms, Development and Training schedule of the department staff, Policy on Grievance and Discipline handling



CMD is a member of the [Misconduct Disclosure Scheme – SCHR](#)

### HOW TO APPLY

- Interested Candidates are requested to submit their Applications, Updated CVs and scan copy of their nationality ID to: HR Department at: E-mail: [recruitments@cmd.org](mailto:recruitments@cmd.org), [pc@cmd.org](mailto:pc@cmd.org) and copy [info@cmd.org](mailto:info@cmd.org) NOT later than 9 February 2024. “QUALIFIED SOUTH SUDANESE FEMALE CANDIDATES” are highly encouraged to apply.
- Due to the urgency of the position, applications submitted will be shortlisted on rolling basis.
- Only shortlisted candidates will be contacted, and applications submitted will not be returned.

