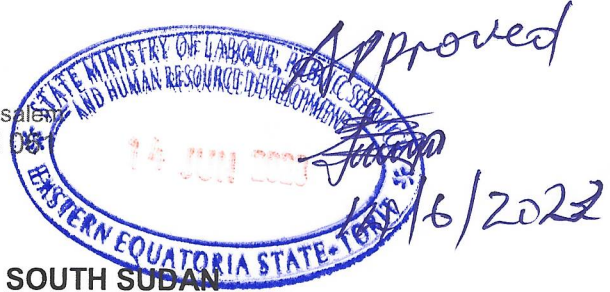




Plan International
South Sudan, Juba
P.O. Box 182 Hai Jerusalem
Tel: +211 922 555 088
www.plan-international.org



PLAN INTERNATIONAL SOUTH SUDAN JOB ADVERTISEMENT

Plan International (PI), is an independent global child right organization – without religious, political or governmental affiliation that has been operating in South Sudan since 2006. 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.

In order to enhance its response program, **Plan South Sudan is seeking to recruit a qualified South Sudanese for the position of “Gender & Safeguarding Assistant –Torit”.**

No. of Vacancies (1)

Job Title:	Gender & Safeguarding Assistant
Tenure	12 Months with possibility of extension
Grade	C1
Department	Programme
Reports to	Project Coordinator
Location	Torit – Eastern Equatoria State

Purpose of the Role:

Working in over 5 states, Plan International in South Sudan aims to reach 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 partnerships with others and operating effectively.

The purpose of this role is to assist project staff in Torit in ensuring project processes, activities and outputs are in line with the project Gender Transformative Strategies, Safeguarding and PSHEA standards and also contribute to Plan International South Sudan Gender Equality and Inclusion outcomes.

Accountabilities and Main Work Activities

- Organize capacity building activities on gender transformative, inclusion including disability inclusion and safeguarding/ PSHEA for staff, volunteers, health workers, teachers, etc.
- Ensure inclusion of gender transformative messaging in the community trainings, awareness and engagements on child protection and SRHR; and the participation of girls and young women in all the project activities:

“Plan International Strives for a just World that advances children’s rights and equality for girls in line with Plan’s safeguarding Children and Young People Policy

- Support to conduct and facilitate girl friendly discussions, which will also be a space to provide them with activities that will enhance their ability to gain confidence and knowledge on how to care for themselves, make informed choices about their life and speak up on issues that affect them.
- Support Child protection and SRHR girls' clubs' on activities such as safety mapping, awareness raising, design and monitoring of the safety risks mapped.
- Support MERL in consultation with girls, boys, young men and women to establish gender and inclusive feedback and complaints mechanisms in the community including schools.
- Ensure availability and dissemination of IEC materials such as posters, pamphlets, brochures with safeguarding, PSHEA, gender equality and inclusion messages.
- Support in organizing and participate in national and International events like 16 days of activism against GBV, IDG, etc.
- Engage Community Structures to disseminate messages on safeguarding, PSHEA, gender equality and Inclusion.
- Participate in meetings with male and female community member and leaders to raise awareness on the harmful gender norms, positive masculinity and promote gender equality and inclusion.
- Ensure Safeguarding/ PSEA Policy and CoC of Plan International is adhered to by staff, known to beneficiaries and that all safeguarding concerns reported.
- Represent Plan International South Sudan in coordination meetings such GBV sub cluster, PSEA taskforce, etc.
- Work with the GBV sub cluster to support referral of GBV concerns including those related to safeguarding and PSEA as identified and ensure proper follow up of all referred cases accordingly;
- Prepare and submit regular narrative reports to feed into overall program and donor report (information on target beneficiaries must be disaggregated by age and sex). Also, tracking all gender, inclusion, safeguarding/PSEA and protection related indicators and benchmarks in the project.
- Participate in other responsibilities as may be assigned to you by the line manager from time to time.

Leadership and Business Management Competencies

- Align work priorities and resource deployment in own area with Plan International's wider goals and longer-term direction.
- Lead through influence rather than position, and role model PI values, accelerating gender equality inside and outside Plan International and addressing resistance. Self-aware and keen to learn, seeking feedback and creates a safe environment for others to challenge self or raise concerns.
- Achieve desired outcomes and finds innovative solutions by using the expertise and creativity of others and adopting a coaching approach with the people they manage or advice.
- Delegate tasks and decisions, trusting and stretching others but ensuring they have the resources and support they need.
- Create space for reflection and uses external evidence and internal evaluation to identify what and how we need to improve and then to support others through change.
- Build positive relationships outside their own work area, being willing to compromise own preferences to achieve our broader purpose and longer-term impact

Safeguarding Children and Young People (Safeguarding), Gender Equality, and Inclusion (GEI) Commitment (5%)

“Plan International Strives for a just World that advances children’s rights and equality for girls in line with Plan’s safeguarding Children and Young People Policy

- 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

- Facilitating cordial relationships with and among various stakeholders from a variety of backgrounds.
- Patience in dealing with difficult children
- Handling conflicting priorities and ad-hoc requests from various stakeholders in the best interest of the organisation.
- Given the wide scope of responsibility and limited resources, it is essential that the post holder is able to effectively manage a variety of tasks and clearly identify priorities.
- Creativity in developing strong partnerships and in making use of internal and external resources.
- Ensuring active and full participation all stakeholders.

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

Knowledge

- University diploma, Advanced certificate or equivalent in gender studies, Social Science, Social Work, Psychology or related fields from a reputable University
- Minimum of 2-3 years relevant working experience in gender, inclusion, GBV programming, or human rights.
- Proven understanding of Gender programming concepts, adolescent programming and community approaches to development

Skills

- Computer knowledge - Microsoft Word, Excel, Outlook, teams and zoom
- Strong command of both written and spoken English and knowledge of local language
- Solid analytical, writing skills, and communication skills.
- Strong negotiating, facilitating and influencing skills
- Team spirit and excellent interpersonal relations.
- Communicates clearly and effectively appropriate to the audience
- Ability to work with multiple stakeholders and maintain strong relationships
- Ability to travel in the deep field for at least 80% of the time

Communications and Working Relationships:

Working contacts inside and outside the organization, include the purpose and level (high, medium, low) of the contact

Internal:

- GFFO Project Coordinator
- SRHR Coordinator
- CPIE Coordinator
- CPIE CM/PSS officers
- Education Coordinator
- Education Officers
- M&E Coordinator
- Roving Gender and Safeguarding Coordinator
- Gender and Safeguarding Advisor
- Visiting National Offices and Donors staff
- Other Plan staff

External:

- International/national and state institutions, agencies, clusters and donors
- Children and their families
- Parents and other members of the communities
- Other partners

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

"Plan International Strives for a just World that advances children's rights and equality for girls in line with Plan's safeguarding Children and Young People Policy

Physical Environment

- 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:

- Low level of interaction with Children:

Inclusion and Diversity.

Plan International is an equal opportunity employer within the meaning of the relevant UN convention, Equality, diversity and inclusion is at the very heart of everything that Plan International stands for. Qualified Women and people with special needs are strongly encouraged to apply.

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 Gender and Safeguarding Assistant – Torit**" should be addressed to:

**The Head of People and Culture
Plan International South Sudan
Juba, Hai Jerusalem.**

Applications **MUST** be submitted in hard copies to Plan International Office in Torit.

The closing date for receipt of applications is before close of business on Friday, 30th June 2023. At 5:00 Pm

Note: Applications submitted are non-returnable.

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Approved
14 JULY 2023
H/6/2023

**PLAN INTERNATIONAL SOUTH SUDAN
JOB ADVERTISEMENT**

Plan International (PI), is an independent global child right organization – without religious, political or governmental affiliation that has been operating in South Sudan since 2006. 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.

In order to enhance its response program, **Plan South Sudan is seeking to recruit a qualified South Sudanese for the position of “FSL Project Officer – Based in Torit”.**

No. of Vacancies (2)

Job Title:	Food Security & Livelihoods (FSL) Officer (2 Positions)
Tenure	12 Months with possibility of extension
Grade	C2
Department	Programme
Reports to	Project Coordinator
Location	(1) Torit and (1) Magwi – Eastern Equatoria State

Purpose of the Role:

Working in over 5 states, Plan International in South Sudan aims to reach 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 partnerships with others and operating effectively.

The role of the FSL Officer is to support, implement supervise and guide the agriculture interventions in Food for asset project under the supervision of the Field Coordinator/Food assistance manger or PIA manager. The Job holder primary responsibilities will be to support the project participants restore the productive capacity of their arable land and enable them protect their environment, do natural resource management and climate change adaptation activities through intensive capacity building activities and provision of agricultural inputs (tools, seeds etc.)

Accountabilities and Main Work Activities

- Develop the capacity of farmers to adopt and implement better practices through exposure to new knowledge, information, skills, inputs and processes to improve the long-term performance of their farm production.
 - Clearing & planting of cropping and/or forestry lands
 - Gardening /producing a diversity of vegetables

- Making of manure composts
- Identification and support of potential home growers for school feeding programme.
- Construction of solar driers to improve on post-harvesting food commodities handling
- To train farmers on proper use and application of agricultural inputs like seeds and farming inputs (tools fertilizers)
 - Establishment of group fruit trees' nurseries
 - Excavation of pits for planting seedlings
 - Plantation of seedlings at homes and/or public strategic places
 - Soil fertility and/or and moisture conservation management works/practices
- To prepare weekly and monthly reports on activities progress.
- Collect, analyze and interpret agriculture activity data (size of land cleared and planted, types of crops and vegetable planted and quantity of crops harvested) from both demonstration farms and farmer's farms in the area of operations.
- Distribute and account for all inputs delivered to all farmers in your operational area.
- Design and implement appropriate agriculture and climate change adaptation techniques for farmers.

Human resources

- Coordinate with the stakeholders at payam levels (RRC, MOAFS and WFP, FAO, NGOs, and CBOs and Partners and community local leaders).
- Conduct community CBPP and feedback meetings at community level with community leaders.

Public Relations/Media

- Ensure all information, publicity and fundraising material recognises and respects the dignity of disaster victims, especially children and women.

Program Operation

- Responsible to report matters of concern to the relevant authorities in the Field office.
- Ensure strong coordinated efforts and relation with the partners and Co-workers at the Field.

Leadership and Business Management Competencies

- Align work priorities and resource deployment in own area with Plan International's wider goals and longer-term direction.
- Lead through influence rather than position, and role model PI values, accelerating gender equality inside and outside Plan International and addressing resistance. Self-aware and keen to learn, seeking feedback and creates a safe environment for others to challenge self or raise concerns.

- Achieve desired outcomes and finds innovative solutions by using the expertise and creativity of others and adopting a coaching approach with the people they manage or advise.
- Delegate tasks and decisions, trusting and stretching others but ensuring they have the resources and support they need.
- Create space for reflection and uses external evidence and internal evaluation to identify what and how we need to improve and then to support others through change.
- Build positive relationships outside their own work area, being willing to compromise own preferences to achieve our broader purpose and longer-term impact

Safeguarding Children and Young People (Safeguarding), Gender Equality, and Inclusion (GEI) Commitment (5%)

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- 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

- Facilitating cordial relationships with and among various stakeholders from a variety of backgrounds.
- Patience in dealing with difficult children
- Handling conflicting priorities and ad-hoc requests from various stakeholders in the best interest of the organisation.
- Given the wide scope of responsibility and limited resources, it is essential that the post holder is able to effectively manage a variety of tasks and clearly identify priorities.
- Creativity in developing strong partnerships and in making use of internal and external resources.
- Ensuring active and full participation all stakeholders.

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

Knowledge

- Bachelor's Degree in Agriculture/Agronomy or equivalent professional qualification.
- At least 3 years of experience in a similar role with humanitarian organization or similar institutions
- Fair knowledge of project management
- Experience in staff and partners' capacity building development.
- Knowledge of development, trends, challenges, opportunities and implications to community development

- Strong knowledge in the use of SAP and/or other corporate software applications..
- Experience in crop production and application of good agricultural practices

Skills

- Good communication, presentation and liaison and interpersonal skills,
- Competent user of MS package
- Keen interest and knowledge of farming and environmental issues.
- Ready to visit at least five farmer's farm every day.
- An open, flexible and innovative working style.
- Ability to take initiative and work without constant supervision.
- Willingness to ride a motorbike.
- Must be gender sensitive.
- Paying attention to details and minimum supervision.

Communications and Working Relationships:

Working contacts inside and outside the organization, include the purpose and level (high, medium, low) of the contact

Internal

- PIA Manager
- Food assistance programme team
- Plan inter-departmental and project teams and country office thematic managers.
- Plan Monitoring, Evaluation and Research team.
- Plan South Sudan and teams in field locations such as sub-office, and others.

External

- State, County and local government units, as relevant, pertaining to project implementation
- Donor representatives (WFP & FAO).
- FSL cluster
- UN agencies, INGOs, NGOs, CBOs and CSOs operating in the project implementation areas.
- Community leaders and PMCs.

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.
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- Accountable for ensuring we are a safe organization for all children, girls & young people

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- Evidence-based and evaluates effectiveness.

We work well together

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- 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

- 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:

- Low level of interaction with Children:

Inclusion and Diversity.

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Employment of Relatives:

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Application Submission Details:

All applications marked on the right hand corner of the envelope “Application for the Position of “Food Security & Livelihoods Officer – Torit” should be addressed to:

The Head of People and Culture
Plan International South Sudan
Juba, Hai Jerusalem.

Applications should be submitted in hard copies to Plan International Office in Torit.
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 Friday, 30th June 2023. At 5:00 Pm

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In order to enhance its response program, **Plan South Sudan is seeking to recruit a qualified South Sudanese for the position of “Project Coordinator – Based in Torit”.**

No. of Vacancies (1)

Job Title:	Project Coordinator
Tenure	12 Months with possibility of extension
Grade	D1
Department	Programme
Reports to	PIA Manager
Location	Torit – Eastern Equatoria State

Purpose of the Role:

Working in over 5 states, Plan International in South Sudan aims to reach 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 partnerships with others and operating effectively.

The purpose of this role is to support Lead the Implementation of NORAD project in line with International best practices, relevant guidelines and PI policies. The position holder shall be in charge of technical quality implementation of the CFA, CBT and School Meal program in Torit and Magwi County. S/He will mainly be responsible for the implementation of the Implementation of distribution works and responsible for team supervision on the job training to Field Supervisors and Field Monitors in the management of Food, NFIs, CASH & Voucher, as well as other mainstreamed project activities.

Accountabilities and Main Work Activities

Objective 1. Planning Project Implementation Matrix

- Strategic direction, overall supervision and successful implementation of Cash-Based Transfer and Livelihood Projects (CBT, FFA, CFA and SFP).

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- Development of work plans and budget management according to project outputs and results.
- Manage teams of junior project staff to complete program activity on time and within budget limit.
- Provide program reports that are timely and meet institutional and donor requirements.
- Represent Plan International at FSL and Cash Working Groups and other stakeholder or coordination meetings, as needed, and maintain a positive, continuous and visible presence for the organization.

Objective 2: Ensure that beneficiaries get their entitlement.

- Assess CBT and Livelihood needs of populations targeted.
- Provide technical input, writing and budgetary input for new program design for Cash-Based Transfer and FSL projects.
- Assist in ensuring all personnel understand and carry out their activities in accordance with WFP requirements, Plan International Food Assistance strategies, humanitarian principles, core values, PSEA PRINCIPLE, Code of Conduct and the SPHERE standard.

Objective 3: Overseeing project implementation

- Facilitate donor visits to project sites on required schedules and appropriate.
- Review the short and long-range plans for delivery of FSL Project services, and provide guidance to Plan International staff and/or local partners to improve planning, management and delivery of Livelihood projects.
- Analysis of FSL and CBI program databases to report on key indicators.
- Advise on improved methodologies when applicable.
- Propose and implement capacity building activities aimed at enhancing skills of local staff and/or partners in delivery of livelihoods and CBI & GFD activities.

Objective 4: Supervise and Food Assistance Staff

- Support the Field Supervisor with information regarding Implementation of project.
- Trained Project Management Committees.
- Inform the Chiefs and community leaders/

Objective 5: Reporting

- Prepare the monthly consumption report for Food and Non Food Items
- Weekly/monthly activity report
- Weekly activity report
- Weekly distribution stock report

Human resources

- The incumbent shall be experienced with humanitarian works with flexible and creative approach, highly motivated and able to take the initiative and work unsupervised fosters working in teams & team work spirit, you also be engaged into the overall management of the day to day activities of food Assistance Project Guidelines.

Public Relations/Media

- Ensure all information, publicity and fundraising material recognizes and respects the dignity of disaster victims, especially children and women.

Program Operation

- Committed and adheres to humanitarian values especially Child Protection
- Demonstrates technical knowledge of food Assistance Management.

Program Operation

- Responsible to report matters of concern to the relevant authorities in the Field office.
- Ensure strong coordinated efforts and relation with the partners and Co-workers at the Field.

Leadership and Business Management Competencies

- Align work priorities and resource deployment in own area with Plan International's wider goals and longer-term direction.
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- Creativity in developing strong partnerships and in making use of internal and external resources.
- Ensuring active and full participation all stakeholders.

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

Knowledge

- University degree in social science, agriculture, economics, public health, disaster prevention, preparedness and humanitarian response, nutrition, developmental studies, or related field.
- At least 5 years relevant working experiences in the emergency response work and with minimum of five years management experience in FSL projects for an international NGO.
- Experience of managing the programme cycle, including assessments, proposal and report writing, Monitoring and evaluation.
- Experience dealing with UN funded projects (UNOCHA, UNICEF, WFP, UNHCR) regulations
- Proven experience of budget management and ability to develop project catch up plans and expenditure
- Demonstrated strong management, coordination, teamwork and planning skills with proven ability to function effectively with multiple counterparts in private, public and NGO sectors.
- General knowledge and understanding of Humanitarian Principles and core standards eg: Core Humanitarian Standards, SPHERE and other relevant international standard for humanitarian response
- Experience in building relationships, fostering interagency coordination and experience of representing an organisation to external parties.

Skills

- Management, coordination and leadership skills for the implementation of program activities
- Excellent analytical, conceptual and strategic thinking skills.
- Excellent writing skills, for both research as well as communication purposes.
- Proven communication and facilitation skills
- Excellent written communication skills for situation reports and rapid donor applications
- Excellent command of English, both written and verbal, some spoken Arabic will be an added advantage
- Work experience in FSL and conducting FSNMS surveys
- Awareness of environmental health issues as applied to emergency settings, with special attention to the needs of women and children.
- Experience in capacity building of partners and staff.

Communications and Working Relationships:

Working contacts inside and outside the organization, include the purpose and level (high, medium, low) of the contact

Internal

- Food Assistance Project staff
- Field Coordinator
- PIA Manager
- Thematic Lead
- Other project Managers such as Nutrition and GFFO
- HR Team
- Finance Team

External:

- WFP
- RRC
- Line Ministry of education & Agriculture
- Chiefs and local community.

PLAN INTERNATIONAL'S VALUES IN PRACTICE

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Physical Environment

- 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

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Level of Contact with Children:

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Inclusion and Diversity.

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Employment of Relatives:

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Application Submission Details:

All applications marked on the right hand corner of the envelope “**Application for the Position of “Project Coordinator – Torit”**” should be addressed to:

**The Head of People and Culture
Plan International South Sudan
Juba, Hai Jerusalem.**

Applications should be submitted in hard copies to Plan International Office in Torit.
OR You can send your application via email to hr.ss@plan-international.org

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Plan International
South Sudan, Juba
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PLAN INTERNATIONAL SOUTH SUDAN JOB ADVERTISEMENT

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In order to enhance its response program, **Plan South Sudan is seeking to recruit a qualified South Sudanese for the position of “Field Extension Agents – Based in Torit”.**

No. of Vacancies (4)

Job Title:	Field Extension Agents (4 Positions)
Tenure	12 Months with possibility of extension
Grade	B1
Department	Programme
Reports to	Field Supervisor / Project Officer
Location	Torit – Eastern Equatoria State

Purpose of the Role:

Working in over 5 states, Plan International in South Sudan aims to reach 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 partnerships with others and operating effectively.

The field Extension Agents will be responsible for direct implementation of project activities in the field including beneficiaries' selection, registration and food/cash distribution in FDPs and schools. S/he will regular monitor schools and mentor PTA/SMC on proper food storage, calculation, preparation and reporting of utilization

Accountabilities and Main Work Activities

- Actively take lead in the distribution of food, tools and seeds and timely submission of distribution reports to the line manager
- Ensure daily distribution attendance registers are kept properly
- Provide awareness and mobilization for farmer's groups for meetings and technical guidance
- Provide daily and weekly food distribution reports to supervisor
- Ensure the quality of commodities and the amount distributed in FPs

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- Ensure in-coming and outgoing commodities tally.
- Proper checking of commodities issued and stock balances.
- Ensure cleanliness and hygiene in the schools and GFD distribution point
- Usage of proper stock documentation using stock cards, way bills and registration book.
- Timely indication of incidences reported such as damage and lose at distribution points and schools
- Display banners showing amount of food entitlement and other IEC materials (Gender, GBV, Child protection, hygiene etc.) visibly.
- Monitor children are not available in food distribution areas
- Assign roles to PMC member

Leadership and Business Management Competencies

- Align work priorities and resource deployment in own area with Plan International's wider goals and longer-term direction.
- Lead through influence rather than position, and role model PI values, accelerating gender equality inside and outside Plan International and addressing resistance. Self-aware and keen to learn, seeking feedback and creates a safe environment for others to challenge self or raise concerns.
- Achieve desired outcomes and finds innovative solutions by using the expertise and creativity of others and adopting a coaching approach with the people they manage or advise.
- Delegate tasks and decisions, trusting and stretching others but ensuring they have the resources and support they need.
- Create space for reflection and uses external evidence and internal evaluation to identify what and how we need to improve and then to support others through change.
- Build positive relationships outside their own work area, being willing to compromise own preferences to achieve our broader purpose and longer-term impact

Safeguarding Children and Young People (Safeguarding), Gender Equality, and Inclusion (GEI) Commitment (5%)

- 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

- Facilitating cordial relationships with and among various stakeholders from a variety of backgrounds.
- Patience in dealing with difficult children

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- Handling conflicting priorities and ad-hoc requests from various stakeholders in the best interest of the organisation.
- Given the wide scope of responsibility and limited resources, it is essential that the post holder is able to effectively manage a variety of tasks and clearly identify priorities.
- Creativity in developing strong partnerships and in making use of internal and external resources.
- Ensuring active and full participation all stakeholders.

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

Knowledge

- Senior Secondary School Certificate or above
- At least 2 years working experience in a similar job within a humanitarian setting

Skills

- Knowledge of local language
- Good written and spoken English Language
- Devotion, transparency and loyalty to community and Plan.
- Has report writing skills, coordinates group activities, ensuring that roles within the team are clear

Communications and Working Relationships:

Working contacts inside and outside the organization, include the purpose and level (high, medium, low) of the contact

Internal:

- Field Supervisor/food assistance coordinator/agriculture officer – Supervision

External:

- Local partners' (WFP, RRC, CED, CAD) staffs.
- Community members
- PMCs
- SMC/PTAs

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.

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- 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

- 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:

- Low level of interaction with Children:

Inclusion and Diversity.

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Employment of Relatives:

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Application Submission Details:

All applications marked on the right hand corner of the envelope “Application for the Position of Field Extension Agents – Torit” should be addressed to:

The Head of People and Culture
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Juba, Hai Jerusalem.

Applications **MUST** be submitted in hard copies to Plan International Office in Torit.

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In order to enhance its response program, **Plan South Sudan is seeking to recruit a qualified South Sudanese for the position of “Monitoring & Evaluation Officer – Torit”.**

No. of Vacancies (1)

Job Title:	Monitoring and Evaluation Officer
Tenure	12 Months with possibility of extension
Grade	C2
Department	Programme
Reports to	Project Coordinator
Location	Torit – Eastern Equatoria State

Purpose of the Role:

Working in over 5 states, Plan International in South Sudan aims to reach 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 partnerships with others and operating effectively.

The purpose of this role is to co-ordinate and manage all MERL functions of projects in the Field location according to Plan International, international, government and donor guidelines. The post holder is expected to have strong project management skills with all funded projects preferably with experience in various thematic experiences. (The position is being recruited in anticipation of donor funding and employment will be subject to successful funding application)

Accountabilities and Main Work Activities

State/Field level Program Accountability and Learning (PALS) for Planning and Management

- To support the development of a MEAL system (PMERL/SAP) that will be used to monitor the performance of the project as well as documenting and demonstrating outcomes and impact of project activities.

- Work with the M&E Coordinator and program staff to develop M&E plans, data collection and reporting tools, filling system and indicator performance tracking;
- Ensure day-to-day management and updating of Indicator Performance Trackers and databases of the assigned project(s), introducing relevant data management systems to the field offices.
- To participate in designing and execution of specific studies, assessments and learning in co-ordination with M&E coordinator and sector advisors/managers;
- To coordinate with program staff to create a feedback mechanism so lessons learned are incorporated into program implementation and development;

Promote, Facilitate, Coordinate, and lead the capacity building of Plan Staff, partners and communities in PALS Issues.

- To provide specific reports as requested by M&E Coordinator, sector advisors, Project managers and Field manager according to the agreed format and schedule
- To identify M&E and quality gaps, and actively address their causes through training, field visits, and proposals of solutions to line manager;
- To assist in data quality assurance and compliance with grants and other Plan International related reporting requirements such as SADDD
- To ensure that accountability to beneficiaries becomes a core element and success indicator for all program activities;
- To work together with M&E Coordinator to review current M&E practice, and assess how beneficiaries can best be involved at every stage of the programme cycle
- To assess what information children and their caretakers would like to receive about Plan programmes, and how best / method they would prefer to receive or channel their feedback

Accountability to affected persons

- To design and implement appropriate feedback mechanisms that are contextual, effective, accessible and safe for beneficiaries, and ensure that feedback is recorded, reviewed and acted upon
- To manage the complaints and response mechanism in the assigned area and make sure that complaints and child rights violation are reported and addressed in a professional, confidential and timely manner;
- To increase awareness and capacity beneficiary communities and of staff on accountability through induction, training, coaching, informal support and in other ways as identified;
- Act as the Accountability/ Beneficiary feedback mechanism focal point for the project including, recording, referral and provision of feedback to beneficiaries within stipulated timelines.
- To work with field teams to ensure that beneficiaries participate at every stage of the programme cycle.
- Promote the implementation and adherence of staff to Plan International's Safeguarding Children and Young People policies by sensitizing beneficiaries on the policy, monitoring the project's adherence to the policy and receive and refer safeguarding cases that may come through the beneficiary feedback mechanism.
- Any other M&E duties as needed and required

Human resources

- Coordinate with the stakeholders at payam levels (RRC, MOAFS and WFP, FAO, NGOs, and CBOs and Partners and community local leaders).
- Conduct community CBPP and feedback meetings at community level with community leaders.

Public Relations/Media

- Ensure all information, publicity and fundraising material recognises and respects the dignity of disaster victims, especially children and women.

Program Operation

- Responsible to report matters of concern to the relevant authorities in the Field office.
- Ensure strong coordinated efforts and relation with the partners and Co-workers at the Field.

Leadership and Business Management Competencies

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- Ensuring active and full participation all stakeholders.

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

Knowledge

- University degree in social sciences or development related fields
- Should be familiar with post conflict /humanitarian response.
- Familiarity with project cycle and current principles/ approaches of Monitoring, Evaluation ,accountability and Learning in emergency or post conflict context
- Strong knowledge of the Humanitarian Core Standards and the Sphere guidelines
- Ability and willingness to make frequent field visits to project sites and work in hardship environment
- High level of computer literacy (MS Word, Excel, Access, and Power Point) and data management,
- Proven data analysis and report writing skills
- Strong self-starter who is able to take initiative
- Commitment to Plan International aims, values and policies, including child safeguarding and data protection
- Ability to transfer knowledge to diverse audiences through training, mentoring, and other formal and non-formal methods;
- Excellent interpersonal, organizational and written/verbal communication skills, including in cross-cultural settings;
- Leadership qualities and people management expertise to provide direction and effective support to a multidisciplinary and multicultural team in data collection and management;
- Excellent verbal and written communication skills, including high-level interpersonal and representational capabilities; fluency in written and spoken English essential.
- An understanding of gender, people with special needs, child protection plus diverse considerations within key areas of responsibility and commitment to addressing inequalities in the workplace and the programme activities.
- University degree in social sciences, Education, Statistics, M&E or development related fields
- Minimum of 6 months of relevant working experience in post conflict /humanitarian response.
- Familiarity with project cycle and current principles/ approaches of Monitoring, Evaluation ,accountability and Learning in emergency or post conflict context

Skills

- Strong analytical skills
- Data analysis skills with experience using SPSS and Excel data analysis packages.
- Strong skills in numeracy and database management

- Good Interpersonal skills
- Good negotiating, facilitating and influencing skills
- Proficient computer skills
- Good Capacity building skills.
- Ability to deliver to tight deadlines

Communications and Working Relationships:

Working contacts inside and outside the organization, include the purpose and level (high, medium, low) of the contact

Internal

- Reports directly to the Project Coordinator
- Has indirect reporting line to the MEAL Specialist.
- Collaborates and coordinates work with NORAD project staffs and CO FAN team
- Ensures that proper working relationship is maintained with support services (i.e. finance, logistics, HR and IT)

External:

- None

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