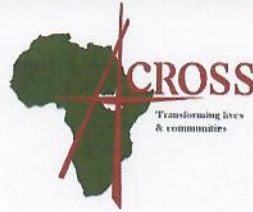


ADVERTISEMENT-VACANCY ANNOUNCEMENT



Position Title: **Emergency Response project Officer – RRM**

Location: **Lainya**

Report To: **Project Manager**

Closing Date: **14<sup>th</sup> July 2020**

**ACROSS is an Interdenominational Christian and Humanitarian Organization serving South Sudan since 1972 with a mission of "Transforming lives and communities in South Sudan and beyond." ACROSS is looking forward to recruit a qualified South Sudanese to fill the position of Emergency Response project officer-RRM**

**Purpose of the position:**

Under the supervision and guidance of the PMU humanitarian Project Manager, the emergency response Project Officer (PO) will work closely with PMU humanitarian project staff to implement Rapid Response Mechanism (RRM) project in Lainya county, Central Equatoria State. The Project Officer will organize the IDPs, assess their needs before registration, site selection, planning and implementation of and in-kind distributions adhere to ACROSS Standard Operating Procedures and donor requirements. S/he will help develop and implement rapid needs assessments, review findings and make recommendations on program decisions, and coordinate the implementation of RRM activities. The Project Officer will coordinate with other ACROSS teams on program implementation and represent ACROSS to the UN clusters, international and national NGOs, and local authorities in areas of operation to ensure effective coordination of project.

Note that this position will be field-based with office time limited to working with the IDPs and hosts, monitoring reports and planning and will require field work within the area of IDPs centres in Lainya.

**Tasks include:**

**Programme Implementation Planning:**

- Provide direct expertise and technical assistance to project beneficiaries in the field sites.
- Work with other food security and livelihood unit under humanitarian sector sites and other relevant local authority in beneficiary identification and verification at field site.
- Responsible for beneficiary mobilization and sensitization for Livelihoods and peace building activities at both Nanyangacor and Lotimor
- Responsible for community/beneficiary mobilization and registrations for Livelihoods activities and ensuring that beneficiary documentation is correctly captured filled and filed.
- Help plan and implement all program activities so that they are implemented in time and within budget and deliver positive change for the beneficiaries; ensure adherence to technical standards, best practices and donor guidelines.
- Implement needs assessments and take part in project reviews related to emergency response programming.



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Approved by Chair  
Office RRMPS & HRD  
25 JUN 2020  
HUMAN RESOURCE DEVELOPMENT SERVICE

- Support the targeting and selection process for identifying target areas and communities as well as for identifying vulnerable households within communities.
- Ensure that registration and distribution lists include all data required by ACROSS and donors; ensure that beneficiary distribution sheets are signed/stamped appropriately at the time of distribution; ensure that CRS protocols are followed related to updating or revising lists.
- Implement an efficient and beneficiary friendly voucher/cash/NFI system that follows CRS distribution Standard Operating Procedures and donor requirements.
- Organize and lead training of field workers; supervise the work of field workers and track their performance.
- Conduct an on-job training/coaching to extension workers, accountability groups.
- Ensure that the PMU **RRM** project engages local stakeholders (Chiefs and Elders) from IDPs and host community and to develop their coping mechanism.
- Regular visits and monitoring of project sites – IDPs centers (Lorkubang, Lainya Centre, Rudu).
- Distributions of seeds, tools and DAPs and monitor their use for the benefit of common man and woman who are referred here as beneficiaries of the project.
- Work closely with FSL Assistant in areas of training, coaching and monitoring role the volunteers' performances and needs.
- Following up on farmers' daily/weekly bases on any issues that arise in the fields or any of the project activities and report to immediate supervisor.
- Help control the process of distribution of Food items other components such as **WASH component** and listen to complaints that may arise during and after distributions.
- Performs any other assignment as may be assigned by the line manager.

#### **Community engagement and advocacy**

- With the support from Project manager, the Emergency Response project officer would facilitate the process of identifying beneficiary or Accountability groups, verification and reporting on food security and livelihoods at field levels.
- Mobilize and facilitate the engagements of local stakeholders during the implementation period of the project to ensure ownership of the project activities at the grass root level and help create an environment for conducive environment for inclusivity in all activities undertake by the ACROSS' RRM project.
- Networking and collaboration with other actors on same project site towards effective implementation of the food security and livelihoods at field levels under **RRM** project.
- Prepares and set ground for trainings/workshops in coordination with the project manager

#### **Documentation, Reporting and knowledge management**

- Prepares and Supports project manager in documentation and sharing of Impact/success stories.
- Submit accurate progress/ quarterly reports as per donor requirement and compliances to the project reporting protocols and framework.
- Ensure safety and confidentiality of all project information, including beneficiaries lists and other most relevant activity reports to be kept safe in files and ensures backup is/are in place

#### **Personal specification:**

- He/she should be able to respond or assist in emergency situations and have very good interpersonal, mediation, negotiation and conflict resolution skills.
- He/she should be able to develop organizational, verbal and written communications skills, interviewing and analyzing situation be able to recommend suitable strategy for solving problems.
- He/she should be flexible, adaptable and able to work effectively in a range of settings and in a cross-cultural situation and be knowledgeable of the services available in the community.



- He/she must demonstrate sound judgment particularly in dealing with safety issues and in dealing with beneficiaries of different characters
- should have an understanding of multi-sectoral emergency response
- should have good assessment skills
- should be able to write success story in relation to the project

**Required Qualifications and Experience**

- Minimum Degree/Diploma in Agricultural, Environmental science, Community Development or related fields
- Additional professional technical skills or training in Agriculture are desirable;
- 2-5 years relevant experience in implementing Food Security and Livelihood Program
- Excellent ability to monitor on-the-ground activities and integrate beneficiary feedback into programming;
- Demonstrated ability to facilitate training sessions;
- Computer literacy, especially in MS Word and Excel;
- Demonstrated ability to compile high quality written reports;
- Demonstrated ability to work function in a multi-sector team and collaborate for improved programming (e.g., cooperation with the nutrition team)
- Demonstrated ability to collaborate across organizations and build relationships with external stakeholders;
- Able to represent ACROSS South Sudan to government officials, and other stakeholders in a professional manner;
- Excellent community relations skills; and,
- Excellent spoken and written English language skills.
- Knowledge of local Arabic will be an added values and an advantage.

**How to Apply:**

Interested candidates to submit their updated CV, cover letter, and written Christian testimony by Email to [recruitment@across-ssd.org](mailto:recruitment@across-ssd.org) or by hand to ACROSS Office in Juba or Lainya. Kindly quote the position title clearly.

**Please Note:**

- Only shortlisted candidates will be contacted.
- Attach copies of all documents required (academic credentials, personal recommendations, CV, application & Christian testimony). **Any application without these attachments will not be considered.**
- Given it an emergency project, applications will be reviewed as they are received, the position might be filled before the deadline.
- This vacancy is open to South Sudanese nationals only and persons with the knowledge of the local text will be given preference.
- Female candidates are encouraged to apply.
- Applications once received are NOT Returned

