



Approved



### Role Purpose

This position is responsible for livelihood and vocational training activities effective implementation in the field in accordance with the donor Agreement. The Livelihood Assistant will provide effective implementation, monitoring and evaluation of livelihood and vocational training related activities under the child protection department. S/he will work closely with Child Protection Manager, Case Management Officer, M&E Officer, project team, Women and Girls friendly spaces beneficiaries, and the Child Protection Committees and relevant government agencies to ensure implementation of Livelihood and vocational training activities as planned. S/He will actively participate in co-ordination meetings, advocate and gain support from local community leaders, stakeholders. The Livelihood Assistant will be based in Yambio supporting Nzara and Ezo counties.

Job Title	Livelihood Assistant
Location	Yambio
Report to	Child Protection/GBV Project Manager
Provides Supervision To	Non
Closing Date	13 <sup>th</sup> Sept 2022

### Major Responsibilities:

- Take part in community-based mobilization and sensitization meetings and introduce the livelihood and vocational training component of the project to target communities.
- Take part in the process of identification and registration of beneficiaries. Based on the interest, skills and knowledge of beneficiaries recommend feasible income generation activities to beneficiaries.
- Support capacity building of livelihood and vocational training beneficiaries.
- Support implementation of project baseline mid-term and final evaluation.
- Ensure community mobilization and facilitate community-based project activities through regular interaction with adolescent boys and girls and young people, women, and community members, including providing training, guidance, and support.
- Facilitate and lead capacity building workshops and training (business skills, financial education...) for target beneficiaries and variety of stakeholders.
- Liaise with local authorities, and departmental officials regarding the project activities as necessary.
- Assist supervisor in preparing project work plan and budget estimation for livelihood activities.
- Submit weekly updates.
- Provide regular updates to the Project Manager highlighting priorities and constraints according to agreed schedule. Document field achievements, challenges and lessons learned to integrate into project activities
- Provide support during donor monitoring and senior management visits as well as technical support visits to the field site.
- Ensure that all beneficiaries of your project activities are receiving ongoing, age-appropriate verbal or written information in relevant languages about CMMB's Child Safeguarding Policy, PSEA and Code of Conduct.
- Ensure strong coordination with other implementing actors.





- Any other duties and tasks assigned by supervisor

#### Essential

- Minimum of 2 years professional experience in providing technical support on cash and livelihoods programming.
- Diploma in Business Administration, Economics, or any relevant field
- Experience working with INGO/NGO in livelihood programs
- Strong training and facilitation skills
- Experience in community and stakeholders relationship building and management .
- Be able to speak and write in English and Arabic.
- Have an in-depth experience in market assessment and value chain analysis
- Good knowledge and understanding of humanitarian principles and established international child protection standards is an asset.
- Full professional competency in Microsoft Office especially Word, Excel, Outlook, and PowerPoint.
- People Skills: Ability to work independently and as a team player who demonstrates leadership and is able to support and train local and international staff and also able to work with disaster affected communities in a sensitive and participatory manner.

Communication Skills: Well developed written and oral communication skills. Able to communicate clearly and sensitively with internal and external stakeholders as a representative of CMMB. This includes effective negotiation and representation skills.

#### NB:

1. *This position is open to South Sudanese nationals and female candidates are strongly encouraged to apply. Only shortlisted candidates will be contacted. Attach only photocopies of documents, no originals.*
2. *The recruitment will be done on rolling basis.*

**CMMB Yambio Office**, Human Resource Office. Gbudue Stadium Road, Block 9, Plot No.93, Yambio, WES.  
Email address: [cmmbsouthsudanjobs@gmail.com](mailto:cmmbsouthsudanjobs@gmail.com)



How to apply:

Please submit your CV and Covering Letter in one folder addressed to CMMB South Sudan at the following email address:

[CMMBSouthSudanjobs@cmmb.org](mailto:CMMBSouthSudanjobs@cmmb.org) by Latest 13<sup>th</sup> September 2022. If interested, please apply as soon as possible. as we will be evaluating applications as they come in.

We encourage qualified female candidates to apply:

**(This position is open for South Sudanese National only)**

