



## CARE South Sudan

CARE South Sudan is an International NGO working in South Sudan. CARE and its partners work with vulnerable communities to address the underlying causes of poverty and promote peace and development, through its strategic goal to reduce poverty by empowering women, enhancing access to resources and services and improving governance.

<b>Position:</b>	<b>Project Officer</b>
<b>Department:</b>	Programs
<b>Location:</b>	Wau
<b>Reports to:</b>	Area Manager

### Purpose of the job.

The Project Officer will support the implementation of women peace and security, gender-based violence with a component of livelihood opportunity. She will work with the Project Manager and other implementing partners in the field to follow-up and take action on relevant activities

in a timely and effective manner. The incumbent will also be expected to undertake consistent follow up with key partner, women rights organizations and youth organizations, coordinate with local authorities and other key stakeholders ensuring timely implementation and reporting on project by staff under his/her supervision and partners. The Project manager will also be a focal person for Women, Peace and Security component. She/he will work closely with Country Gender and Protection Advisor to design strategy and extend support on WPS for CARE SSD

### SPECIFIC RESPONSIBILITIES:

Responsibilities of the Project Officer include, but are not limited to, the following:

- Facilitate training to/ existing VSLAs, IGAs, using the Care approved VSLA methodology to promote entrepreneurship and livelihood options for beneficiaries and communities.
- Support the trained facilitators to effectively train VSLAs in savings and lending activities.
- Provide awareness to targeted households and VSLAs on cross cutting themes such as Gender, HIV /AIDS and Conflict Sensitivity
- Organize learning exchange visits between and among VSLA groups.
- Facilitate training of existing peace committees, peace clubs on their roles, principles, and conflict resolution mechanisms

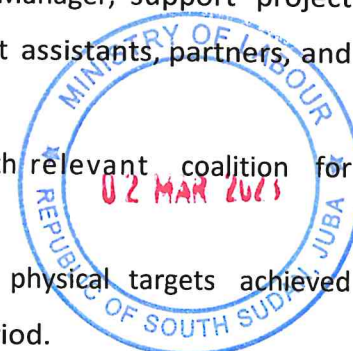


- Develop and share work plans with supervisors in line with the approved Donor Implementation Plan and ensure adherence to planned activities
- Collaboration and networking with other relevant humanitarian / development agencies and government departments in the county / Liaise with Partners and community leaders and other agencies working locally in order to co-ordinate and promote the program in partner's co-ordination meetings.
- Develop Quarterly Cash Forecasts and Manage Cash Advances as well as Liquidating the Expenses timely.
- Submit reports timely to the project manager/ Area manager.
- Implementation of general protection, women leadership program, peacebuilding and ensuring technical quality and standards are considered and respected during the project implementation including but not limited protection monitoring, awareness raising and sensitization, community-based protection approaches, peacebuilding, and capacity building.
- Support the project manager in developing new or adapted activities, awareness raising materials, training curriculums, FGDs, safety audit questionnaire and M&E tools with the M& E Manager, Project Assistant, and other program teams.
- Take the lead in preparing all field related reports of conducted activities including according to the project implementation matrix.
- Facilitate harmonization and dissemination of national guidelines and treatment protocols for life saving procedures in relation to COVID 19 pandemic response under the high-level task force.
- In collaboration with Monitoring and Evaluation (M&E) Manager, support project monitoring and evaluation in coordination with the project assistants, partners, and beneficiaries during project activity implementation.
- Ensure the project is implemented in accordance with relevant coalition for humanity technical guidelines and standards.
- Ensure the proper project budget utilization and physical targets achieved are reviewed throughout the project implementation period.

### **Project Planning & Implementation**

Oversee all projects/activities and components to ensure the effective and efficient delivery and implementation of activities are in line with CARE and donors' standards for program quality control and assurance.

- Ensure all project/activities integrate conflict and gender sensitivity into project



management cycles.

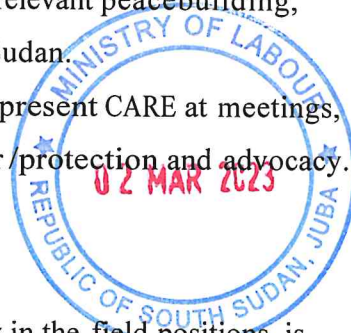
- Build relationships and partnerships with key government agencies/institutions and identify areas of support for policy- planning and decision-making to address peacebuilding, community advocacy & governance issues.
- Provide technical advice and assist in the design of training, strategic planning and other activities to build understanding of and to operationalize peacebuilding, conflict prevention, community advocacy and governance concepts.
- Strengthen the capacity of local implementing partners, community-based structures such as chiefs and local authorities to enable an articulate contribution to the development of peacebuilding strategies, advocacy governance policies at local, state and national level.
- Engage and participate in donor partnerships with and between civil society and other non-state actors active in the field of peacebuilding, advocacy, and governance at the operational level in the States.

### **Communication, Engagement and Advocacy**

- Participate actively in contributing to documentation of 'success stories' and other information to demonstrate results/impact of initiatives undertaken by CARE staff and partners and enhance the overall quality of performance reports to all constituents.
- Develop strong networks with international (INGO, UN, Donors) and national actors (Government, Think Tanks, Civil Society) around key peace building/conflict resolution issues including gender, and women leadership which is central to CARE program. This includes developing mutually beneficial partnerships to support joint messaging and influencing strategies with international and national actors.
- Contribute to research and writing of reports and briefings on relevant peacebuilding, women leadership and advocacy development issues in South Sudan.
- In the absence of the Project Manager, the project officer will represent CARE at meetings, conferences and seminars related to the peace building, Gender/protection and advocacy.

### **Required Qualifications**

- 3 years plus administration or project management particularly in the field positions is desirable.
- Extent and relevance of experience in Programme/project formulation, analysis, implementation, and monitoring.
- Ability to develop plans for the implementation and coordination of project operations in Juba and fields.
- Understanding of economic empowerment / peace building advocacy methodologies and content.



- Familiarity with the NGOs Code of Conduct

**Minimum Requirements:**

- Degree in Gender and Development studies, Peace and Conflict Studies or Institutional Development
- Experience in program administration, operating procedures, oversight and monitoring
- Ability to work with database applications.
- Knowledge of project funding procedures and guidelines.

**Desirable:**

Knowledge and understanding of peacebuilding, gender and gender equality, community-driven leadership, and governance.

- Good coordination, communication, and community facilitation skills
- Influencing and negotiation skills, with a demonstrated capacity to balance flexibility and tenacity
- Have the capacity to live and work with people of different backgrounds Enhance team spirit, good communication skills, flexible and is able to live in an isolated area with basic services.
- Good information management skills
- Good written and verbal communication skills in English,
- Flexible work attitude to manage multiple priorities.
- Respecting and valuing diversity
- Must be comfortable working in the field.
- Good relationship with the s Clinical staff, Hospital administration, State ministry of health and County Health Department staff

**HOW TO APPLY**

The position will be based in **Wau**. This position is **ONLY** open to South Sudanese Nationals.

Opening Date **2<sup>nd</sup> March 2023** and Closing date for receiving application will be **21<sup>st</sup> March 2023**.

Applications and CVs should be delivered to [jobs.southsudan@care.org](mailto:jobs.southsudan@care.org): OR hand delivery to **Wau CARE Field Office**.

CARE is an Equal Opportunity Employer, promoting gender, equity and diversity and women candidates are strongly encouraged to apply.

**Attention!!!**

CARE South Sudan has a **ZERO TOLERANCE** approach to any abuse to, sexual harassment of or exploitation of a vulnerable adult or child by any of our staff, representatives, or partners. CARESS expects all staff to share this commitment through our Safeguarding Policy and our Code of Conduct. They are responsible for ensuring they understand and work within the remit of these policies throughout their time while at CARE

