

VACANCY ANNOUNCEMENT

SCOPE OF WORK

TITLE:	Regional Program Director
DURATION OF CONTRACT:	Up to September 30, 2023, renewable
LOCATION:	Kapoeta, with regular travel to Budi & Kapoeta North
SUPERVISOR:	Deputy Chief of Party – Programs / Senior Field Director

Are you passionate about advancing career in Program Unit? Join our motivated and talented Shejeh Salam team as a Regional Program Director (RPD). This is a great opportunity for a Regional Program Director that is looking to progress his or her career with Shejeh Salam Program Unit.

Activity/ Project Background:

Under contract with the U.S. Agency for International Development (USAID), DT Global South Sudan is implementing the five-year, Shejeh Salam Activity in South Sudan Shejeh Salam Activity that is building the foundation for a more stable and socially cohesive South Sudan that will enable local actors to build community cohesion to promote peace processes and peaceful co-existence; civil society actors to advocate for peace and reconciliation and participate in civic processes; provide trauma awareness services to communities; and access to media that is providing accurate, fair and thorough information to mitigate the impact of rumor and misinformation. Shejeh Salam Activity currently programs in Juba, as well the USAID's priority states of Unity, Western Bahr el Ghazal, Upper Nile, Greater Jonglei, and Eastern Equatoria, although geographic focus may shift.

Position Summary:

Shejeh Salam is a Regional Program Director that will provide day-to-day management oversight of a Shejeh Salam field office in all areas of project representation, grant development and implementation, staff management, as well as oversight of finance, procurement, and security for the field office. The RPD for greater Jonglei will lead Shejeh Salam's presence in the two counties of Kapoeta North and Budi and will be based in Kapoeta.

Duties and Responsibilities:

- Provide up-to-date and informed regional analysis – through field visits, maintaining key relationships and contacts throughout the region, and monitoring changing dynamics – to support the development of a contextually sound grant portfolio
 - Interface directly with USAID for briefings and in-field missions, often as the primary representative of Shejeh Salam
 - Lead community consultations on grants being implemented in their areas to ensure views are incorporated throughout the project life cycle, and participation is enhanced to promote the sustainability of project results/outcomes
 - Lead and coordinate the development of regional grants for local partners in the fields of peacebuilding, civil society/civic engagement, trauma awareness, and media. Incorporate feedback from team members, senior management, and USAID in the course of grant development
 - Lead programming: planning, development, implementation, monitoring and evaluation and organizational learning linked to the regional grant portfolio
 - Oversee relationships with local non-government organizations (NGOs) implementing grants; monitor performance and ensure grantees are achieving the agreed upon milestones
 - Lead and champion mainstreaming of cross-cutting themes such as gender, inclusion, youth, environment, protection, gender-based violence and conflict sensitivity
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- Organize and hold regular planning meetings in the regional offices to ensure regular activity status reviews are conducted, challenges are identified and addressed, and tasks assigned as appropriate
- Build and maintain working relationships with international and national NGOs, community-based organizations, community members, authorities, local governments, and other key stakeholders within the region
- Represent Shejeh Salam in the regional working groups, coordination clusters, community and/or government coordination meetings
- Respond to and/or resolve problems arising from partners or beneficiaries in a timely fashion and in close coordination with the project risk manager and the Senior Management Team (SMT)
- Support the management team with coaching and professional development of the field staff through face-to-face meetings, feedback through staff performance appraisals and training/support as needed
- Leads enforcement and implementation of donor compliance and reporting for the regional office; as well as provide oversight of regional procurements to ensure they are reasonable, allowable, and allocable
- The RPD will continuously and extensively explore and map out opportunities in the region to establish a strong, diverse, and representative base of partners from the USAID priority counties.
- Any other tasks as assigned by your supervisor or Chief of Party

Education and certifications:

- Post-secondary Diploma in relevant field, a university degree preferred. Other relevant certifications will be considered

Key Position Competencies and Experience:

- At least five (5) years of progressive experience in implementing donor funded programming
- Prior experience working on USAID-funded projects preferred, including recent experience with similar fields such as stabilization, peacebuilding, and/or democracy and governance projects
- Fluency in English, Arabic preferred; candidates who speak at least one of the local languages in the region they will cover will be given priority
- Experience in the development of, writing, and overseeing small activity/grant portfolios working with local partners on peacebuilding or similar activities is preferred
- Proficiency in Microsoft Office programs
- Experience managing, training and mentoring staff
- Effective written and oral communication as well as interpersonal skills
- Demonstrated problem solving and analytical skills and good judgement
- Be proactive, have strong prioritization skills, and ability to work cross-culturally
- Possess demonstrated leadership skills, humility, and self-awareness
- Have a nuanced understanding of local and national context, and an understanding of conflict issues at the state, county, payam, and boma levels

DT Global Core Competencies:

- **Teamwork:** Works cooperatively and effectively with others to achieve common goals. Participates in building a culture characterized by inclusion, trust, and commitment.
- **Communication:** Effectively conveys information and expresses thoughts professionally. Demonstrates effective use of listening skills and displays openness to other people's ideas and thoughts.
- **Adaptability:** Adjusts planned work by gathering relevant information and applying critical thinking to address multiple demands and competing priorities in a changing environment.
- **Customer/Client Focused:** Anticipates, monitors, and meets the needs of customers and responds to them in an appropriate and responsive manner.

- **Diversity & Inclusion:** Conveys respect for diverse individuals and perspectives; models inclusive behavior and treats everyone fairly.
- **Professionalism:** Displays appropriate and ethical behavior, integrity, and personal presentation in the workplace always; demonstrates respectful communication for others, both verbal and non-verbal.

Application Process:

To apply, please send your CV and Letter of Motivation as one single document to shejhsalam-administration@dt-global.com. Your attachment must be less than 1 megabyte in size; your CV must include your full name, email, phone number, and three referees including active work emails and phone numbers; and DO NOT submit any other recruitment documents at this time. In the email subject line, include the title AND location of the position you are applying for, as advertised at the top of this job vacancy announcement. Please apply electronically, DT Global South Sudan will not be accepting paper copies at this time. Only candidates who are short-listed will be contacted. The deadline for submissions is **Friday, February 17, 2023, at 05:00PM, CAT**. Emailed CVs received after this time will be considered only at DT Global South Sudan discretion.

DT Global South Sudan is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, veteran status, gender identity, or national origin. DT Global South Sudan, LLC prohibits discriminating against employees and job applicants who inquire about, discuss, or disclose the compensation of the employee or applicant or another employee or applicant.