



"Together we succeed"

Rural Women for Development South Sudan (RWDSS)

## VACANCY ANNOUNCEMENT

Job Title: Project Officers (4) - Food Security & Livelihood  
Duty Station: Mundri East, Mundri West, Mvolo, and Lainya Counties  
Reporting to: Project Manager-RWDSS  
Vacancy No: 002/RWDSS/2021  
Closing Date: 18<sup>th</sup> April 2021

### Background:

Rural Women for Development South Sudan (RWDSS) is a women-led indigenous development and humanitarian national organization in South Sudan centered on emancipation and empowerment of women and children. It was formed in 2013 and registered under the non-governmental organization act of 2016 with Relief and Rehabilitation Commission (Reg. No. 371.) RWDSS founding was inspired by the aftermath of 15<sup>th</sup> December 2013 conflict in South Sudan that led to the death of thousands of people and left more than two million homeless, the majority were women and children. RWDSS is a member of South Sudan NGO Forum, Cluster Gender Focal Point (together Oxfam and UN-Women), FSL cluster and WASH Cluster. It operates in 4 out of 10 states of South Sudan namely: Central Equatoria, Eastern Equatoria, Western Equatoria, Western Bahr el Gazal.

RWDSS seeks urgently to recruit a highly competent 4 Project Officers -Food Security and Livelihood from 15<sup>th</sup> April 2021 to implement its projects in Mundri West, Mundri East, Mvolo and Lainya Counties of Central and western Equatoria States the initial contract will be for a period of 3 Months with possibility of extension upon performance.

### ROLE PURPOSE

Under the direct supervision of the Project Manager, the project Officers will lead the implementation of the project in Mundri West, Mundri East, Mvolo of Lainya Counties of Central and western Equatoria States through sustainable and innovative livelihood intervention, Provide technical oversight, coordination and ensuring project outcome area achieved. The role has a significant administrative focus on comprehensive planning and quality delivery of food security and livelihood activities.

### Key Jobs Responsibilities

The Project Officers h/s will perform the following functions-

#### Technical

- Ensure implementation of food security and livelihood support activities in all participating payams.
- Be in charge of planning and reporting; develop timely monthly, quarterly, and annual work plans and reports and ensure all project outcomes are achieved.

- Provide capacity building to project extension workers under his/her supervision and ensure they have adequate knowledge of implementation methodology, project deliverables and donor requirements.
- Ensure that project activities and outputs are implemented in a timely manner.
- Ensure high quality reports are submitted in a timely manner and work closely with the project manager to ensure reports meet donor requirements.
- Establish transparent relationships with all partners including identification of their priorities, concerns and managing expectations in regards to FSL interventions.
- Responsible for monitoring the impact of the project, support decision making and promote learning through documentation of best practices and follow up of necessary adjustment (Change management). Coordinate the FSL activities according to RWDSS strategy
- Ensure adherence to RWDSS policies and donor requirements.
- Ensure that Accountability to Affected Populations (AAP ) Committees are formed and trained
- Conduct community Mobilization, sensitization of communities at county/payam/boma level
- Participate in Identification, Selection and Registration of beneficiaries
- Facilitate number of training on Improving agricultural and fishing practices, crop production
- Establishment and training of farmers groups, Establishment of Vegetable Demonstration Plots and Vegetable Production Training, Vegetable Post-Harvest & Preservation Training and Vegetable Utilisation & Nutrition Training
- Ensure formation and training of Fishing Groups on Fishing Production Training ,Fish Post-Harvest & Preservation Training and Fish Utilisation & Nutrition Training
- Inform communities and community leaders about the activities. Break down the annual operational plans into weekly, monthly and quarterly implementation plans.
- Prepare periodic progress reports and other documents as required to document the project implementation.
- To plan and follow the activities of the project with the teams such as field assessments, market price monitoring, and distribution of livelihood inputs (agricultural seeds & tools)
- To ensure the proper implementation of the project according to the Operational Plan and M&E Plan.
- To represent RWDSS in FSL Sector and Cluster meetings at various levels as assigned at the state level
- Conduct project team coordination meeting on weekly and monthly basis and prepare weekly, monthly and quarterly reports to the project manager.
- To work on the partnership between local organizations and the project.
- To assist the project manager in the identification of new projects and new areas of intervention.
- To carry out any additional study or task assigned by the supervisor.
- Ensure staffs have adequate technical capacity and conduct regular review meetings to appraise as well as to encourage staff to improve performance.
- Organize capacity building activities to staff and volunteers in the project.

- Ensure effective liaison with local government officials, local communities, donor representatives and other stakeholders, making use of an appropriate accountability framework.
- Facilitate development of data collection tools, effective monitoring of project activities and ensure documentation of success stories, best practices, lessons learned and other relevant information to the project.
- Oversee identification and training of extension workers, volunteers and lead farmers.
- Maintain quality in project delivery including monitoring system for tracking of project progress against indicators, activities and key project milestones, reporting, evaluation, and communication systems.
- Conduct regular visits to field sites for the purpose of monitoring the progress of implementation and offering field based support to project staff.
- Oversee the distribution of improved crop seeds, vegetable kits, and gardening tools

### **KNOWLEDGE, SKILLS & ABILITIES:**

#### **Required:**

- Educational level required: must hold a minimum of B.SC in Agriculture-plant science/environmental science/rural development and related fields.
- Technical Training qualifications in the area of agriculture, fisheries, pest control, food security, livelihood, /Sustainable Agriculture/, or other related field.
- Minimum of 5 years' relevant working experience with at least 3 years with a humanitarian program.
- Prior experience in a supervisory position, with problem solving and decision making skills.
- Experience working with pastoralist community on development matters, advocacy and governance, Gender mainstreaming and children rights.
- Excellent oral and written communication skills in English. Oral and written Arabic will be added advantage.
- Experience and skills in community mobilization.
- Having demonstrated organizational, interpersonal and communication skills. Organized, efficient, and able to meet deadlines.
- Proficiency in using computer software e. g MS Windows, MS office programs and internet.
- Strong coordination and networking skills. Ability to work under pressure in unstable security and remote environment is an asset.
- Fluency in English language and the local languages spoken especially Arabic is an added advantage. Understands and is committed to RWDSS's vision, mission and core value

#### **How to apply:**

Interested and qualified candidates should submit an cover letter and CV plus 3 names of referees (one of them being their immediate supervisor) with their full contacts to: via email address; [ruralwomenfordvelopment@gmail.com](mailto:ruralwomenfordvelopment@gmail.com) . Indicate the job Title 'Project Officer - Food Security & Livelihood' on the Subject line. Only short-listed candidates will be

contacted for interviews. Closing date for receiving applications is on 18<sup>th</sup> April 2021. (All applications MUST be submitted by email). This is a national position. Qualified females are highly encouraged to apply.

Disclaimer: RWDSS does not charge any kind of fee at whichever stage of the recruitment process and does not act through recruitment agents.

NB the successful candidate must be ready to start work immediately