

AAH-I South Sudan Country Programme  
Hai Gabat, Opp. JIT Supermarket (behind SSD Customs)  
Juba Town, Republic of South Sudan

50.H-3 APPROVED by  
A. Insp. 2022  
MOF  
AAH  
MINISTRY OF LABOUR  
REPUBLIC OF SOUTH SUDAN, IIRA  
18 AUG 2022  
Action Africa Help South Sudan  
Social Health and Livelihoods

**JOB VACANCY**

**COMMUNITY DRIVEN DEVELOPMENT PLAN TRAINING ASSISTANT**

Action Africa Help International (AAH-I), an African-led non-governmental organization that supports livelihood-challenged communities in East and Southern Africa to sustainably improve their well-being and standard of living. With Country Programmes in South Sudan, Kenya, Somalia, Uganda, Zambia and Ethiopia, AAH-I has over 30 years' experience working with communities in conflict and post-conflict situations, including refugees, internally displaced people and host communities. AAH-I also works with other marginalized communities, including pastoralists and people living in informal urban settlements.

In South Sudan, AAH-I works in Greater Equatoria, Greater Jonglei, Greater Upper Nile and Greater Unity State, with field offices in Juba, Yei, Maridi, Yambio, Mundri, Bor, Wau, Ajong Thok, Maban and Malakal.

AAH-I South Sudan Country Programme is looking to recruit a suitably qualified candidates to fill the vacant position of **CDDP Training Assistant** to be based in Juba -South Sudan.

---

**Reports to: Project Supervisor**

**Liases with: Food Security and Livelihood (FSL) Manager, County Mobilizers, Community Facilitators and other stake holders in all project Locations.**

**Duty Station: Juba, South Sudan**

---

**Summary of the role:**

Effectively and efficiently facilitate Implementation of CDD interventions at the project level (Payam and Boma) to ensure that communities (CBOs) are identified and empowered for sustainable development and they contribute to gender equality outcome as per CDD standards.

---

**Key Responsibilities**

- Provide technical support to the County mobilizers and community facilitators in the development of CDD Plans and Identification of existing/New CBOs in all the selected project Locations.
- Support the Project supervisor during baseline surveys, CBOS Assessment, feasibility studies and Identification of CDD opportunities in relationship with the SSLRP Project and support the smooth start up and running of Community structures including the CBOs.( both new and existings)
- Provide support to the Project Supervisor in conducting trainings to the community structures/CBOs/beneficiaries on CBPP (Community Based Participatory Planning), i.e. Asset/Project

ACTION AFRICA HELP  
AAH-I  
18 AUG 2022  
HRIAS  
TION



selection, business planning, income generation, group savings and loans, revolving funds, vocational skills training and strengthening of small-scale businesses for the beneficiaries to enhance their self-reliance, etc.

- Prepare training materials for the assets being created.
- Train the CBOs and the beneficiaries on the various assets being created.
- Provides support to the County Mobilizers and community facilitators to ensure they achieve project objectives timely.
- Responsible for field activity report .writing in all project locations.
- Provide support to the Project Supervisor in promoting and facilitating selected eligibale host community youths participation in business planning, skills course activities etc.
- Responsible for organizing and facilitating County and Payam monthly meeting with support from county mobilizers in all the 5 counties.
- Represent AAH in SSLRP/IFAD meetings in the Country/Juba and all project locations/counties.
- Provide support to the Project Supervisor in Compiling and sharing reports with responsibe persons Weekly, Monthly, Quarterly, half year and end of year/project reports.
- Perform any other duties and responsibilities assigned by the supervisor or designate.

## QUALIFICATIONS:

### Education and experience.

- **Required Minimum Qualifications, Experience and Skills:**

Diploma in Community/Rural Development, Business Administration, or other related field and Vast experience in development projects.

- Minimum of 2-years' working experience with humanitarian program in the fields of development at field level with at least 1-years' experience engaging with vulnerable populations in economic strengthening/resilience interventions.
- Experience on conflict affected areas would be an asset.
- Experience working in complex humanitarian contexts and recovery.
- Experience in integrated approach of livelihood programming and protection an asset
- Possesses strong communication skills both oral and written English and Basic level of Arabic required.
- Ability to work under pressure with minimal supervision and willingness to travel to field locations.

### Skills and Special Altitudes

- Excellent command of the most common methodologies to identify, assess and monitor CDD activities, with proven record of achievements.
- Experience with Household Economy Approach (HEA) will be an added advantage.
- Excellent interpersonal, written and verbal communication skills
- Strong report writing skills.



- Good understanding of complex development contexts
- Flexible and creative
- Strong organizational and logistical skills.
- Ability and willingness to work and live in challenging conditions
- Commitment to and understanding of AAH South Sudan value.
- Good computer Skills.



### **Application Instructions**

- ✓ AAH-I is an equal-opportunity employer.
- ✓ **Interested candidates should address their application letters to the HR Manager AAHI South Sudan**
- ✓ Hard copies applications can be submitted and delivered in sealed envelope at the **AAHI/UNHCR Logistics Base, Juba**
- ✓ **Deadline:** All applications must be submitted latest by **6<sup>th</sup> September, 2022 COB (4.00PM)**.
- ✓ Due to the high number of applications we receive, we will only get back to shortlisted candidates.

