

PROGRAM MANAGER

Location: Maban, Upper Nile State South Sudan

Application Closing Date: 21st December 2021

Position opened to: Internationals and nationals with at least 5 years continuous experience working with an international NGOs has Program Manager and with large institutional donors and having of project management is highly desirable.

Salary Range & Benefits: To be discussed with successful candidate

About JRS:

Jesuit Refugee Service (JRS) is an international Catholic organization, with a mission to accompany, serve and advocate on behalf of refugees and other forcibly displaced persons to promote healing, learning, and self-determination. JRS currently operates in 56 countries and has worked in South Sudan since 2011.

Operational Context/Role

The successful candidate will be based in Maban County, Upper Nile to manage, coordinate, and monitor project activities and relationships with partners and other project stakeholders to lead the implementation of the Maban project. JRS will draw from evidence-based approaches to identify appropriate, effective practices in areas of education and psychosocial support to strengthen the capacity of students and teachers and bolster the wellbeing of marginalized peoples. The incumbent for this position will bring strong project management skills and deep knowledge of holistic education and integrative psychosocial practices. The incumbent will ensure that JRS delivers high-quality programming and impact under this project.

Roles and Key Responsibilities

- Support Coordinators in managing and implementing all activities throughout relevant project cycles - project design, start-up, implementation, and close-out - to ensure efficient and effective implementation in line with JRS program quality principles and standards, donor requirements, and best practices. Ensure project teams and partner staff use the appropriate systems and tools.
- Contribute to high-quality project design incorporating project management standards and MEAL methods, appropriate to scope, context, and technical requirements. Coordinate planning of activities to ensure integration of program interventions and efficiency in implementation.
- Contribute to creating and maintaining the proper conditions for learning. Help establish a safe environment for the sharing of ideas, solutions, and difficulties and the capacity to detect, analyse and respond to challenges. Promote accountability, learning and knowledge management as part of the implementation of the MEAL policy.
- Assure strong budget management, monitoring and reporting activities through the project cycle – start-up, implementation, and close-out – in line with JRS program quality principles and standards, donor requirements, and good practices.
- Facilitate the design of JRS Maban frameworks and plans, including resource mobilization strategies to optimize the impact of programming interventions in line with regional and agency strategic priorities.
- Effectively manage talent and supervise as needed. Manage team dynamics and staff well-being. Provide coaching, tailor individual development plans, contribute to the recruitment process of project staff, and complete performance management for direct reports. Identify training opportunities and facilitate as necessary.
- Coordinate with JRS Maban Project Director and Technical Coordinators to ensure appropriate budgeting and efficient use and stewardship of project resources; ensuring all deliverables are met on time and to a high standard.

- Coordinate the identification, assessment and strengthening of appropriate partnerships and the appropriate application of partnership concepts, tools, and approaches.
- Contribute where needed in the business development cycle to ensure quality proposals per agency and donor standards.

Basic Qualifications

- Bachelor's Degree required. Master's Degree in international studies or in the field of development, economics, or business would be a plus.
- Minimum of 5 years of work experience in project management, ideally in the field of education or protection, and employment with an NGO.
- Relevant grant management experience, experience with USG and other institutional donors a plus. Experience with budget management desired.
- Experience working with stakeholders at various levels and strengthening community partnerships including capacity building for stakeholders and staff.
- Experience analysing data and contributing to evaluation reports.
- Ability to contribute to the development of and feedback on technical proposals.
- Experience working on conflict sensitivity and gender mainstreaming projects a plus.
- Able and suited to living simply and working in a strategic but responsive way in a remote, complex location.

Knowledge, Skills, and Abilities

- Critical thinking and creative problem-solving skills with ability to make sound judgement.
- Strong relationship management skills and the ability to work effectively with local stakeholders.
- Proactive, results-oriented, and service oriented.
- Attention to details, accuracy, and timeliness in executing assigned responsibilities.

Agency-wide Competencies

Rooted in the mission, values, and guiding principles of JRS to fulfil responsibilities and achieve results:

- Works with integrity, promotes accountability and stewardship.
- Develops talent.
- Multi-cultural sensitivities and commitment to building right relationships.
- Continuous improvement and innovation with a strategic mindset.

Supervisory Responsibilities: Sector Coordinators

Key Working Relationships:

Internal: Project Director, Programs Officer, Country Director, Operation teams, MEAL Officer, Education Coordinator and team, Mental Health / Psychosocial Coordinator and team

External: Donor representatives, UNHCR program team, Partner agencies in Maban, Government officials; other stakeholders as defined

Submission Requirements

Please send your CV and a cover letter that indicates what skills and experience you have that meets the criteria and your availability. The CV (maximum 3 pages) should include contacts (phone and email) for three professional referees. Please note that only official email addresses for referees will be accept. Kindly send the application to sds.recruit@jrs.net by 5pm South



Sudan local time closing date 21st December 2021 or hand delivery to JRS-Juba, South Sudan office in Tomping next to India Embassy.

PLEASE NOTE: due to urgent need to fill this vacant position, we will be reviewing the application as we receive. Only candidates who apply by the deadline and who can demonstrate experience of overall strategic program management processes should apply, this position is open to Internationals and nationals with at least 5 years continuous experience working with an international NGOs and with large institutional donors and knowledge of project management is highly desirable. only short-listed candidates will be contact and only candidates who reached to final oral interview will be inform of interview outcome. **Female candidates are highly encouraged to apply.**

Commitment to Child Safeguarding:

JRS is committed to the safeguarding of children (under 18 years) who encounter with JRS South Sudan personnel and volunteers in all JRS South Sudan works. All JRS-South Sudan Staff are expected to comply with JRS Child safeguarding Policy and Procedures in this regard and to sign a declaration of commitment to this effect.

Commitment to Protection of Sexual Exploitation and Abuse (PSEA):

JRS-South Sudan takes the protection of sexual exploitation and abuse (PSEA) serious, and all the JRS-South Sudan personnel and volunteers are expected to comply with the JRS-PSEA policy and to sign declaration of commitment.