



Norwegian People's Aid
South Sudan



Advertisement For Livelihood Partnership Officer

Norwegian People's Aid (NPA) South Sudan is an International Non-Governmental Organization involved in humanitarian, relief and long-term development cooperation in South Sudan. NPA has worked in South Sudan since 1986 and currently runs three programmes: Civil Society Development, Rural Development, and Emergency Response. NPA wishes to recruit some highly competent, proactive and self-driven individuals (South Sudanese), for the position of **Livelihood Partnership Officer** to be based in Awerial. The contract for this position is Definite Contract with possibility of extension based on funding and satisfactory performances.

Purpose of the Position:

Technically reporting to the Project Coordinator and Administratively to the Team Leader or Head of Sub Office, the Livelihoods Partnership Officer is responsible for providing project specific activity implementation and partner support and capacity development.

The responsibilities and accountabilities shall include but not limited to development implementation plans, activity implementation, managing the accomplishment of target results, oversee project budgets/activity line budget monitoring, monitoring and supervising sub recipient partners and taking initiatives and actions to ensure that project implementation is in compliance with all NPA and donor funding conditions, rules and regulations. In addition, the Livelihoods Partnership Officer will ensure effective representation liaison between NPA and other INGOs, NNGOs, CSOs, Local Authorities and visiting donors and stakeholders at the local level to promote extensive participation and representation of NPA programs and activities.

The position is 100% field based (1 location- Awerial)

Duties and Responsibilities:

Project Activity Implementation and Planning (40%)

- a) Facilitate the implementation of project activities at field level ensuring that technical quality and standards are considered and respected during project(s) implementation.
- b) Participate in regular project coordination/review meetings organized field level.
- c) Ensure project implementation is on time, target and budget, using effective M&E systems to reach desired impacts.
- d) Ensure that the project is implemented in accordance with relevant NPA technical guidelines and standards.
- e) Regular update the work plan and other documents relevant for effective project management.

Partnership Management and Follow-up (30%)

- a) Conduct partner assessments and action plans for organizational development of partners.
- b) Develop an organizational growth tracker to document partner capacity growth under NPA support.
- c) Monitor the implementation of the projects by partners and ensure that they meet the agreed performance and reporting standards.
- d) Work with the partners to ensure that all finance management and grant accounting rules

- and regulations of NPA and donors are properly complied with.
- e) Regularly attend partner activities, visit partner offices and conduct quarterly updates
Collect information on partners for project development and proposal writing.

Monitoring and Evaluation (10%)

- a) Participate in internal and external monitoring and evaluation exercises.
b) Conduct regular field monitoring visits to project sites
f) Capture and share project significant change stories.



Reporting (10%)

- g) Provide regular and timely updates on progress and challenges to Program Manager and other team members on as per need basis.
h) Draft (internal) narrative reports and contribute to the development of financial reports through regular budgetary follow up.

External Relations (10%)

- i) Support, facilitate or undertake communication and liaison activities to actively consult and involve beneficiaries, key informants, actors, partners and stakeholders in all stages of project design and implementation
j) Cultivate good relations with key humanitarian actors – local and international, including government authorities and non-state actors, through regular attendance at technical meetings and bilateral meetings
k) Coordinate with other stakeholders on supporting partners and civil society in South Sudan.

Desired Qualifications/Skills/Experience:

Must have:

- At least 3 years' experience in relief/humanitarian and developmental work
- Relevant experience (at least 1 year) supervising community based social development projects combining direct and partnership approaches to implementation

Other Qualifications

- Good understanding of development and emergency response issues, in the area of food security and livelihood, civil society development and emergency and relate them to NPA's program strategy/response plan;
- Experience of developing, maintaining and improving relationships with local governments, UN Agencies, local and international NGOs.
- Diplomacy and Confidentiality
- Computer literacy skills – MS Office applications, word, excel, PowerPoint, Spread sheets etc.
- Strong analytical skills, proven proposal writing skills.
- Good communication (written and verbal) skills in English.
- Strong interpersonal and excellent organizational skills.

Personal Competencies:

- Good communication-, networking- and interpersonal skills
- Ability and readiness to work under pressure and deal with difficult and complex conditions
- Ability and willingness to work and live under difficult circumstances
- Analytical, systematic and structured.



Additional Considerations:

Internal:

- All staff

External:

- Donors and Partners.

Government departments/ Local authorities

NPA South Sudan is an Equal Opportunity employer. In making employment decisions it does not discriminate on the basis of gender, ethnicity, religion or political affiliation.

Qualified female candidates are highly encouraged to apply.

Application and CV/resume with active contacts and three professional referees and copies of academic transcripts should be submitted to: recruitment-rss@npaid.org
Hard copy application and CV/Resume can also be delivered to the NPA South Sudan Head Office, Martyrs Street (opposite UNICEF) Juba Office and NPA Aerial Office.

Applications submitted after 12:00 noon on Thursday 3rd February 2022, will not be considered.
Submitted copies of academic transcripts will NOT be returned to the applicant.
Only shortlisted candidates will be contacted.

