



Approved  
10/09/2020



## Career Opportunity at the Organization for Children Harmony (TOCH) South Sudan.

### JOB ADVERTISEMENT.

#### TOCH Background:

The Organisation for Children Harmony (TOCH) was founded in 2008 when a group of concerned youths came together to discuss the rise of communal violence and subsequent insecurity issues affecting children, youths and women. Since its formation; TOCH works with communities through community participation and human rights based approach and its mission statement is “empowering grassroots communities to protect rights of children, mitigate and resolve conflict in a peaceful and sustainable manner”

TOCH is legally registered by the government of South Sudan as a National Non-Governmental Organization (NGO) in 2011 by the Ministry of Legal Affairs and Constitutional Development (No.1115) and with South Sudan Relief and Rehabilitation Commission (SSRRC) (No.1086).

TOCH Works along the thematic areas of protection (child protection, GBV and general protection), community security & Peace building, Food Security, livelihoods and livestock, Education and life skills in four states of South Sudan

|                           |                                               |
|---------------------------|-----------------------------------------------|
| <b>Title:</b>             | <b>GBV and peace Building project Manager</b> |
| <b>Number of position</b> | <b>01</b>                                     |
| <b>Reporting to:</b>      | <b>Head of programme</b>                      |
| <b>Location:</b>          | <b>Wau</b>                                    |
| <b>Date 7/09/2020</b>     | <b>CONTRACT LENGTH: 11 months.</b>            |

TOCH is looking for a suitable candidate to fill the position of GBV and Peace Building project Manager to provide overall management and leadership of GBV and peace building project to be implement in Jur River county (Western Bar El Ghazal state) and Tonj South county (Warrap) State respectively.

#### Main Purpose of the Job

To provide overall project management, from planning through implementation and reporting with consideration of resource management, coordination, human resource management, project performance evaluation and asset management. While ensuring quality and adherence to organization policies and donor requirements.



## **SPECIFIC ROLES AND RESPONSIBILITY**

### **Management:**

- Manage and oversee implementation of gender-based violence response and prevention and peace building projects in the project Area. This entails daily management of staff and project cycle management.
- Contribute to the development of and ensure adherence to project work plans, spending plans and monitoring and evaluation plans.
- Provide direction to and monitoring of staff in their daily work and implementation of their assigned activities to ensure adherence to work plans and quality standards. As part of this responsibility, support the protection team under your management to set clear objectives and to undertake performance evaluations. Lead in the writing, compilation and editing of donor and internal reports related to all protection initiatives.
- Support Monitoring and evaluation officer to develop and adapt monitoring plans, tools and to ensure all monitoring activities are fully documented through systematic and timely data collection in-line with agreed means of verification.
- Establish a risk migration plan for the project operations, including PSEA and anti-corruption and fraud.
- Conduct monthly project performance review and planning with project staff to provide staff care and support supervision.
- Work with community structures including women's association in the community to ensure vulnerable women and girls including survivors of GBV who are seeking services are referred to the women's Centre for assistance;
- Coordinate with community structures and partners to develop and maintain appropriate referral pathway to improve assistance for vulnerable women and girls;

### **Technical:**

- Lead the implementation of assessments and develop project activities on GBV response and social norms change around GBV and conflict. Ensure the design and implementation of all project activities address the priority protection needs of women and girls in the project location. This will entail contextualizing protection guidelines, protocols and tools developed by TOCH in collaboration with partner International



Organization for Migration (IOM).

- Closely follow ongoing contextual developments that have an impact on the protective environment and provide on-going analysis and recommendations.
- Provide technical guidance on GBV response, prevention and peace building activity implementations and regular site monitoring supervision to ensure quality and adherence to national and international protection standards and guidelines as well as TOCH protection policies.
- Lead and contribute to protection assessments in collaboration with cluster as well as inter-agency initiatives.
- Ensure that ethical and sound data collection and information management systems are in place for appropriate analysis, planning, evaluation, and advocacy.
- Develop and facilitate trainings and workshops for staff, local leaders, communities (beneficiaries) and other stakeholders. Develop staff capacities on protection issues, accountability to the affected population, monitoring and inclusion of vulnerable groups through training, mentoring and coaching.
- Establish an accessible community-based complaints-feedback mechanism for women, men, boys and girls inclusive of marginalized groups.
- Ensure that project strategies developed and implemented are community-lead, inclusive for marginalized groups and promote women's meaningful participation and empowerment.
- Provide support to the Monitoring and Evaluation Officer to monitor all project activities, including monthly visits to assess trainings, workshops, community outreach, women and girl's friendly space and GBV case management activities.
- Develop and implement activities to improve community ownership and contributions, as well as continuation of women and girl's friendly spaces after the project ends.

#### **Representation:**

- Provide protection updates to Head of programme on a regular basis as will be required.
- Collaborate with the Head of Program to identify and promote protection and peace building-related advocacy issues and recommendations.
- Participate to represent TOCH and project donors in relevant coordination fora.
- Establish a good working relationship with the local leaders and enhance their understanding on GBV prevention and response / programming.



### **Human resource management:**

- Supervise subordinates in the capacity of GBV Case manager, Outreach officer, and Project finance officer, Monitoring and evaluation officer.
- Identify staff capacity needs and recommend appropriate capacity enhancement strategy.
- Promote adherence to organization rules and regulation, including ensure that all staff, volunteers and vendors are oriented on organizational policies on protection from sexual exploitation and abuse (PSEA), anti-corruption, fraud and whistleblowing.
- Conduct performance appraisal as will be required by the human resource department of TOCH.
- Provide on job mentoring and coaching of subordinates to ensure quality timely activity implementation.
- Perform any other tasks when required

### **Desired Skills and abilities**

**Decision making and problem solving** – Is ready and able to take the initiative, originate action and be responsible for the consequences of the decision made. Able to identify causes of problem and suggest ways of problem-solving

**Planning** – Ability to think ahead in order to establish an efficient and appropriate course of action for self and others. Prioritises and plans activities taking into account all the relevant issues and factors such as deadlines, reporting, staffing and resources requirements

**Influencing and Persuading** – Ability to present sound and well-reasoned arguments to convince others. Can draw from a range of strategies to persuade people in a way that results in agreement or behaviour change.

**Communication** – The ability to get one's message understood clearly by adopting a range of styles, tools and techniques appropriate to the audience and the nature of the information.

**Managing relationships** – Able to build and maintain effective working relationships with a range of people especially community mobilisation volunteers, local leaders and communities

**Ability to work in a team and possess computer Skills** – Able to use computer programs for work related effectively.

### **Ability to Adhere to Child Safeguarding**

- Behave towards children in a way which reflects the Code of Conduct and Safeguarding



Policy.

- Ensure that programs are designed through a child safeguarding lens to prevent any harm by program activities and/or abuse from staff/representatives (including volunteers).

### **QUALIFICATIONS AND EXPERIENCE /Job Requirements**

- Must have at least a Bachelor's Degree in social science, Social work and Social Administration, Conflict Resolution, Psychology, public administration, business administration, and development studies from a recognized university. Appropriate work experience as project manager implementing GBV programme is an added advantage.
- Proven working experience in GBV and Peace building project management for a minimum of three (03) years
- Excellent computer skill in Ms Word, Ms Excel, Ms Power point and strong working knowledge on Ms office outlook
- Excellent written and verbal communication skills
- Strong management and organizational skills including attention to detail and multitasking
- Ability to work in challenging environment

### **Additional job responsibilities**

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.

### **Equal Opportunities**

The role holder is required to carry out the duties in accordance with the TOCH Equal Opportunities and Diversity policies and procedures.

### **Child Protection Policy:**

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

***This position is only for South Sudanese National***

### **How to Apply:**

- Please send your CV/ Cover Letter with attached copies of your national ID to [recruitment@toch-ss.org](mailto:recruitment@toch-ss.org) or delivery your application to TOCH Juba Head office (Munuki Block A Bilpam road) or TOCH field Offices in Wau, Kuajok, Tonj, Warrap, Rumbek or Yirol.
- Females are strongly encourage to apply
- Deadline for receiving applications shall be on 21<sup>st</sup> September 2020 4:00 PM
- Only short listed Candidate shall be contacted
- Any application sent after this deadline shall not be considered for short list.