



VACANCY ANNOUNCEMENT:
(External)

(Ref No. BBC/JBA/2023/15/JUNE/04/PM)

Job Title:	Project Manager
Line Management:	Senior Project Manager/ Country Director
Contract type/Time:	12 months fixed term
Location:	Juba, Central Equatoria state
Eligibility:	South Sudanese National
Deadline for submission:	4 th July 2023, 5 PM CAT

ABOUT BBC MEDIA ACTION:

BBC Media Action believes in the power of media and communication to help reduce poverty and support people in understanding their rights. Our aim is to inform, connect and empower people around the world. We are passionate about people getting the information they need and in turn being able to communicate – to good effect – with those in power.

To achieve this, Media Action partners with civil society, local media and governments to:

- Produce creative programmes in multi-media formats, based on robust research, which inform and engage audiences around key development issues;
- Strengthen the media sector through building professional capacity and infrastructure.

BBC Media Action delivers a portfolio of media and communication for development projects in South Sudan. We seek to expand this portfolio of work, ensuring that existing projects are delivered on time, to budget, to the highest standards, and in accordance with BBC editorial values as well as Media Action best practice.

MHiND PROJECT:

BBC Media Action is running a Mental Health Integrated Development (MHiND) project in South Sudan aimed at improvement of the mental health status and the psychological resilience among communities – through a combination of radio output and community mobilisation activities. The project entails identification of the underlying factors contributing to discrimination / stigma against people suffering from MNS disorders across the intervention areas; Behaviour Change Communication (BCC) radio campaigns across the targeted areas, through local radio stations and designing behaviour change material to be used by the other project partners during community-based awareness campaigns.

OVERALL PURPOSE OF THE JOB:

The Project Manager will be responsible for working with the Senior Projects Manager (SPM) to oversee the design, delivery, project reporting and partner relationship management of assigned BBC Media Action South Sudan projects. Reporting to the Senior Projects Manager, the post-holder will ensure projects are delivered on time, to budget, in accordance with donor funding agreements and ensuring BBC editorial standards are upheld to have the maximum possible impact with audiences. The post holder will be responsible for taking a leading role in the design of new projects, consulting with other BBC Media Action departments to ensure project activities are oriented to meet objectives and intended outcomes. To achieve this the post holder will also be required to apply their knowledge and experience of development approaches including 'theory of change' and to use project management tools, including logical frameworks.

The post holder will be responsible for ensuring the effective planning and delivery of the Mental Health Project (MHiND) in close coordination with the project consortium implementation Team. The role requires the post holder to utilize BBC Media Action research for learning, monitoring and improving how we design and deliver projects as well as secure new funding.

Main Duties:

- Responsible for overall planning and management of the project
- Will be responsible for overall production of radio Programmer's content and broadcast and will work closely with the Production team to ensure the radio broadcast are on air.
- Coordinate the development of technical support materials including visual story telling materials in collaboration with technical partners.
- Monitor project outputs and ensure all activities are completed in a timely and efficient manner
- Compile, maintain, and document the projects related reports, daily work records and other relevant documents.
- Submit the required reports and other requirements in line with the approved deadlines and formats by the donor
- Responsible for budget forecast planning and project spending control and participate in reviews of Project Financial Reports in coordination with Finance department.
- Work closely with the Research and Learning team to feed into the design of research activities including formative research as well as quantitative and qualitative monitoring and evaluation research.
- Draft and produce donor and internal reports on projects progress using impact and lesson learning data with oversight from the Snr Project Manager.
- With oversight from the Snr Project Manager develop and manage effective relationships with project partners, donor agencies, stakeholders, and other consortium partners

South Sudan

- Work closely with London thematic teams to develop and maintain in-country expertise of the role of media and communication governance, health, and resilience work in South Sudan.
- Will participate in business development related activities.
- A team Leader and Line management of allocated staff in the department

PERSON SPECIFICATION - REQUIRED KNOWLEDGE, SKILLS AND EXPERIENCE

- Holder of Degree in Mental Health, Psychology, Social Sciences or Development Studies
- Experience in implementing Mental Health and Psychosocial Support (MHPSS) related projects in South Sudan
- Experience in social behavior change, media or communications project.
- Computer literate especially Microsoft office applications.
- Excellent communication and writing skills in Arabic and English.
- Ability to organize work, lead and deliver activities with high level standards, and proven track record in producing quality work.
- Prepared to work under pressure.
- Knowledge and understanding of other South Sudanese languages.

COMPETENCIES:

The following competencies (behaviours and characteristics) have been identified as key to success in the job. Successful candidates are expected to demonstrate these competencies.

- **Analytical Thinking** – Able to simplify complex problems, processes or projects into component parts, explore and evaluate them systematically. Able to identify causal relationships, and construct frameworks, for problem-solving and/or development.
- **Decision making** – Is ready and able to take the initiative, originate action and be responsible for the consequences of the decision made.
- **Planning and organisation** – Is able to think ahead in order to establish an efficient and appropriate course of action for self and others. Prioritises and plans activities considering all the relevant issues and factors such as deadlines, staffing and resources requirements.
- **Resilience** – Can maintain personal effectiveness by managing own emotions in the face of pressure, setbacks or when dealing with provocative situations. Can demonstrate an approach to work that is characterised by commitment, motivation and energy.
- **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.

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- **Self-development**– Is able to identify and apply opportunities for learning and development.

APPLICATION SUBMISSION CRITERIA:

To apply, please submit your **CV** of maximum 3 pages and a **cover letter** email address Recruitment@ss.bbcmediaaction.org.

The position should be clearly indicated in the subject line as **“Project Manager_ BBC/JBA/2023/15/JUNE/04/PM”**

QUESTION:

The role involves working with groups of vulnerable children and adults. BBC Media Action is committed to providing a safe and trusted environment for every person connected to the work we do; and to preventing any type of unwanted behaviour including sexual harassment and exploitation, abuse, and financial misconduct (a zero-tolerance policy). Any candidate offered a job with BBC Media Action is expected to share and demonstrate our values and adhere to BBC Media Action’ Safeguarding policy and sign BBC Media Action’ Code of Conduct.

Do you have anything in your history, either professionally or personally, that conflicts with BBC Media Action [Code of Conduct](#)?

All declarations will be kept confidential. Please note, non-disclosure of something that could impact your role, may lead to termination of your contract, if successful recruited.

Yes -Please provide further comments in additional sheet of paper and attached with your application

No

