**OXFAM SOUTH SUDAN**

**JOB DESCRIPTION**

**Distribution Team Leader**

Reporting to Distribution Team Leader-Lankien

Internal Job Grade CZ 2 National

Contract type Fixed term contract

Location Lankien South Sudan

Staff reporting to this post EFSL Officers

Budget responsibility None

**Oxfam purpose**

To work with others to find lasting solutions to poverty and suffering.

**TEAM PURPOSE:**

To ensure effective and efficient implementation, monitoring & evaluation and coordination of Emergency Food Security and Livelihoods (EFSL) activities in line with Oxfam and internationally accepted humanitarian standards.

**Job Purpose**

The Food Distribution Team Leader will be responsible for providing leadership in the implementation of Oxfam’s food distribution activities under partnership with World Food Programme in Nyirol, Uror and Akobo West area. The Team leader will directly supervise project staff in implementing food assistance activities. The Job holder will also support the distribution manager in monitoring the humanitarian situation, liaising with local leadership and assessing progress against agreed objectives.

The Food Distribution Team Leader is ultimately responsible for ensuring effective, orderly and safe food distribution to Internally Displaced Persons (IDPs) and Host Communities; for ensuring timely and accurate reports, data integrity and information management. The Team leader will ensure proper planning of distributions, conditional GFD+ activities and monitoring progress in the transition from GFD to GFD+.

**Role Context**

Oxfam has been working in South Sudan since 1983, devoted to empowering people against poverty. In 2015, the organisation consolidated its efforts to meet the needs of the most vulnerable and has reached over 1.2 million people across South Sudan with life-saving sustainable assistance

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| **Dimensions**:* Main focus for implementing stock and assets controls according to policy, tools and guidelines.
* Objectives set with manager, mainly relating to the quality of Programme work in specialism for

project or Programme and the implementing team.* Demonstrate a strong leadership skill to lead a team of staff in delivery of project implementation by ensuring building good teamwork spirit based on Oxfam shared values and culture and showing duty of care for his/her staff.
* Diverse and complex problem-solving, requiring professional knowledge field experience and an
* understanding of development and humanitarian work. Advice and problem-solving often given over distance with limited information.
* Information sources are diverse, ranging from academic research to data collection in Programme

and non-Programme areas and often requires a judgement on credibility and accuracy of the information.* Makes complex technical information accessible and usable by non-specialist.
* Contribute to and influence the development of short, medium and strategies planning, risks

management and facilitate the Programme operational implementation in the context of changing priorities.* Knowledge required includes broad understanding of and their relevance to own specialism.
* Decisions on programmers, especially if adviser involved in assessment, can be fundamental to

whether a Programme takes place, and its shape, size and quality. Decisions in research anddevelopment – are important for Oxfam’s capacity for humanitarian response, and the profile of a particular aspect of policy work.**RESPONSIBILITIES:*** Direct supervision of food assistance team in Nyirol, Uror and Akobo counties of Jonglei State

including performance review, on the job training, support, encouragement, and correction.* Delegated authority to represent Oxfam to stakeholders for all matters concerning Food Assistance

in affected areas in Jonglei State.* Contribute to a clear strategy for Food Assistance programming in collaboration with the Distribution
* Manager and Programme Manager.
* Ensure safe programming is adhered to, Protection and gender are mainstreamed in all food

assistance activities.* Submit timely and quality field visit, food distribution reports to the Distribution Manager
* Ensure coordination of all activities at County-level with relevant Local Government leaders, INGOs

and CBOs, and community stakeholders, and maintain constant coordination with WFP in projectimplementation.* Address specific needs of women, men, boys and girls by mainstreaming gender in reaming in all

food distribution program in coordination with gender team * Ensure effective community engagement and mobilization for proper implementation of

conditional activities.* Provide regular orientation to team on promoting the Oxfam gender pick up and go modules,
* Oxfam Minimum Standards for Gender in Emergencies and checklists in all Oxfam focus areas with

technical support of gender team* Ensure all staff under supervision are trained on Safeguarding and the core standards are adhered

to.  |
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| **SKILLS AND COMPETENCIES**: **Essential:*** University degree in any discipline related to Humanitarian Action, Agriculture, Social Sciences. Experiences in managing food Assistance and Food security and livelihood projects is an added advantage.
* Minimum of 2-3 years’ experience in direct implementation of food security, livelihood, or community mobilization in a humanitarian setting
* Sensitivity, diplomacy, tact, good communication skills, and ability to remain calm under pressure.
* Well-developed interpersonal and team skills.
* Good team skills to work with people at managerial and senior government levels.
* The ability to present accurate reports, sometimes with a short notice.
* Ability to communicate effectively even when under pressure.
* Ability to understand complex security situations and adjust operations accordingly.
* Experience in monitoring and evaluation of humanitarian programmes
* Flexibility, willingness to travel and work in difficult circumstances.
* Good understanding of humanitarian protection standard, Sphere Minimum Standards, gender issues and Code of conduct as relevant to food distribution activities.
* A commitment to the aims and objectives of Oxfam
* Demonstrated experience of integrated gender and diversity issues into humanitarian programmes.
* Strong oral and written communication skills in English
* Computer literacy, demonstrated skills in quality report writing, data analysis

**Desirable:**Experience in working in Nyirol, Uror and Akobo is highly preferred.Experience in conditional food assistance would be a significant advantage.***This position is open to south Sudanese Nationals Only, and women are strongly encouraged to apply***. |
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