



Norwegian People's Aid

South Sudan



Vacancy Announcement For Project Manager Based In Kapoeta North

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 two main programmes: Civil Society Development Programme and Humanitarian & Resilience Programme

The NPA Kapoeta North Office is currently implementing Asset Creation and Livelihood (ACL), Smallholder Agriculture and Market Support (SAMS) and Anticipatory Action (AA) Project in Kapoeta North and Budi Counties in partnership with WFP with funding from KOICA. NPA South Sudan Programme wishes to recruit a highly competent, proactive and self-driven individual (**South Sudanese National Only**) for the position of **Project Manager** based in Kapoeta North with frequent travel to field locations including Budi County.

The contract for this position is Definite Contract with possibility of extension based on performance and funding.

Purpose of the Position:

The Project Manager will provide overall strategic direction, coordination, and oversight for the implementation of Asset Creation and Livelihood (ACL), Smallholder Agriculture and Market Support (SAMS) and Anticipatory Action (AA) interventions in Budi and Kapoeta North Counties. The role ensures that project activities including mobilization, community-based participatory planning (CBPP), training, asset creations, cash-based assistance, market linkages, value addition and monitoring & evaluations are accomplished timely in line with WFP and KOICA supported project timeline and standard.

The Project Manager will act as the main technical and operational focal person, ensuring quality, accountability, innovation, transparency and flexible management through the implementation period.

The Project Manager reports directly to Programme Manager-HRP and is responsible for providing project specific activity implementation and partner support and capacity development. The position also involves provision of technical support on management of asset creation and livelihood (ACL), smallholder agriculture and market support (SAMS) and anticipatory action (AA) activities and related training and compound management related activities.

Duties and Responsibilities:

1.1 Project Management

- Oversees the full implementation of project activities at field level ensuring that technical quality and standards are considered and respected during project(s) implementation.
- Participates in regular field level project coordination / review meetings.
- Ensures project implementation is on time, target and budget, using effective M&E systems to reach desired impacts.
- Ensures that the project is implemented in accordance with relevant NPA and WFP technical guidelines and standard operating procedure.
- Regularly updates the work plan and other documents relevant for effective project management.

1.2 Oversight of Project components

- Leads development of training manuals, asset creation, cash distribution process including coordination with WFP contracted FSP, VSLA support and cooperative strengthening.
- Ensures integration of gender and protection in agricultural production and other asset creation activities and do-no-harm principles



1.3 Accountability

- Holds self-accountable for making decisions, managing resources efficiently, and achieving the planned activities
- Responsible for team management on delivery of the team responsibility to enhance compliance to set targets, providing the necessary support to improve performance and strictly tracking project implementation

1.4 Creativity

- Develops and encourage new and innovative solutions
- Willingness to explore existing innovations and document changing stories

1.5 Monitoring and Evaluation

- Participates in internal and external monitoring and evaluation exercises.
- Conducts regular field monitoring visits to project sites.
- Captures and share project significant change stories.

1.6 Reporting

- Provides regular and timely updates on progress and challenges to Program Coordinator, Programme Manager, Grants Manager and other team members on as per reporting schedule.
- Develops narrative reports and contributes to the development of financial reports through regular budgetary follow-up.

1.7 External Relations

- Supports, facilitates or undertakes communication and liaison activities to actively consult and involve beneficiaries, key informants, actors, other humanitarian agencies and stakeholders in all stages of project design and implementation.
- Participate in coordination meetings conducted at field level (FSL Cluster, Humanitarian Coordination meetings etc., and ensure NPA representation.
- Cultivates 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
- Coordinates with other stakeholders on supporting partners and civil society in South Sudan.
- Good communicator, a leader and approachable.

2.1 Human Resources

- Provides leadership, advice and support to NPA staff in Kapoeta North and Budi, and ensures that the team works within NPA's principles and core values
- Sets performance targets and monitor performance
- Ensures positive staff management, including proactive staff capacity building and ensuring performance reviews are conducted
- Mentors and guides staff in project activities and capacity development
- Ensures the staff one line manages and conducts the mandatory safeguarding training

2.2 Budget Control

- Reviews monthly project expenditure ensuring correctness of the transactions for each budget line and propose changes and readjustment
- Provides cash forecast for financial planning, checks financial expenditures to ensure funds are used in accordance with planned activities, budget and NPA policies.
- Participates in BVA meetings to review expenditure levels and take appropriate action to redress over and under expenditures

2.3 Field Level Operations

- Manages day-to-day operational support including overseeing fuel usage, fleet management, stock and asset management and compound management at field level in consultation with logistics to support project implementation
- Line manages staff in logistics and support functions and maintains records of assets, stocks and equipment
- Coordinates with Juba office on matters related to logistics, fleet, IT support or office equipment management
- Maintains overall internal controls of NPA and ensure NPA Code of Conduct, Anti-Corruption Policy, safeguarding policy is well understood by staff in Kapoeta North office and incidents of non-compliance are being reported in time



2.4 Safety and Security

- Acts as safety and security focal point for Kapoeta North and Budi office and responsible for the implementation of NPA South Sudan security guidelines and SOPs in Kapoeta North and Budi office operational area and projects sites
- Ensures that staff adheres to approved NPA Security systems, both globally and locally, and plan accordingly.
- Implements and follow NPA South Sudan security procedures and ensure that timely reporting on security matters occurs to the appropriate channels.
- Ensures that all security equipment is in place and used as designated and maintained regularly.
- Ensures that NPA Kapoeta North office is safe and secure. Adequate security and safety measures are always in place
- Responsible for reporting to NPA CO Juba about security status on facilities. Requesting and putting appropriate material and equipment in place to abide by these standards.

Required Qualifications/Skills/Experiences:

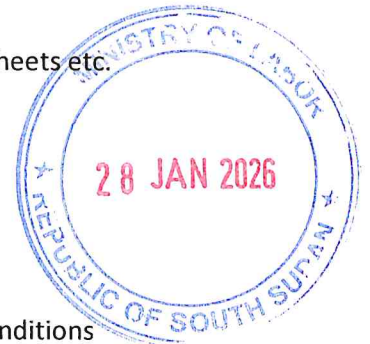
- A minimum of a master's degree in agriculture, Agribusiness Management, Agronomy, Rural Development, Disaster Management and Climate Science.
- At least 10 years of professional work experience including at least 6 years in a managerial or leader role in developmental and humanitarian work
- Experience in Climate Resilient Agriculture is a distinct advantage
- Proven role
 - Business development
 - Value chain analysis and development
 - Agribusiness, market linkages
 - Livelihood systems development
- Relevant experience supervising community based social development projects combining direct and partnership approaches to implementation.

Other Qualifications/Requirements:

- Good understanding of development and emergency response issues, in food security and livelihood, civil society development and emergency and relate them to NPA's programme 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
- Committed to safeguarding vulnerable communities and individuals
- Strong moral values
- Analytical, systematic and structured.
- Strong networking skills with stakeholders.
- Willingness to travel to all field sites across Budi and Kapoeta North counties



Work Relationship

Internal: Humanitarian and Resilience Programme staff.

External:

- Communities at the grass root level.
- 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 Kapoeta North Office.

Applications submitted after 12:00 noon on Tuesday 17th February 2026, will not be considered.

Submitted copies of academic transcripts will NOT be returned to the applicant.

Only Shortlisted candidates will be contacted.

