



VACANCY ANNOUNCEMENT

Action Against Hunger-USA is part of the Action Against Hunger International network, which provides humanitarian relief in over 40 countries worldwide in the sectors of nutrition, health, water/sanitation, and food security. Action Against Hunger-USA, an independent NGO, currently manages operations in 9 countries: Kenya, South Sudan, Nigeria, Pakistan, Cambodia, Tanzania, Uganda, Somalia, Haiti. Action Against Hunger-USA has over \$110 million in programs, and approximately 2000 staff based in the various country offices and the three Head Quarter Locations of New York City, Washington D.C and Nairobi. Additional growth is anticipated.

Action Against Hunger USA is currently looking for a qualified South Sudanese National to fill the position of Communication and Advocacy Manager-01 position

Position open date: **Thursday March 03, 2022**

Closing date: **Thursday March 17, 2022**

Expected Start date: **April 1, 2022**

Contract Duration: **1 Year**

Location: **Juba**

SUMMARY & PURPOSE OF THE POSITION

The Communications and Advocacy Manager will be responsible for strategically and technically leading and supporting the Advocacy and Communications work to expand Action against Hunger's advocacy reach across national and local government decision-makers in South Sudan. He/she will align and streamline internal advocacy efforts across the organization through representing AAH at evidence-based policy positions and coordinating policy and advocacy activities. A cornerstone of this approach is the contextualization and implementation of Advocacy Strategy for Action Against Hunger's Horn & Eastern Africa Region (HEARO).

TASK & RESPONSIBILITIES

(1) Project Management (30%)

- ❖ Lead the implementation of the R2G project activities
- ❖ Organize external meetings and events, including ensuring effective preparation for, scheduling, tracking and follow up.
- ❖ Motivate and engage peers to share ideas and engage with the advocacy agenda
- ❖ Document program promising practices, success stories and lessons learnt and share them with donors and key partners
- ❖ Support the learning event and support the implementation of the actionable points
- ❖ Draft quarterly and annual reporting and any additional reporting necessary to Action Against Hunger.
- ❖ Track results of policy and advocacy initiatives at the output and outcome levels.
- ❖ Support in ensuring organizational policy and advocacy systems and processes are robust, effective and sustainable.
- ❖ Ensuring that corrective actions taken are done based on monitoring data.
- ❖ Prepare monthly, quarterly and annual advocacy reports



(2) Government Relations and Influencing (20%)

- ❖ Lead Action Against Hunger's efforts to influence policies, promote social protection and nutrition financing in international development.
- ❖ Support relationship building with Governments, Parliamentarians, and policy and decision makers relevant to delivering advocacy objectives.

(3) Policy Research and Product Development (20%)

- ❖ Support the Advocacy & Communications work with the research and development of policy products (e.g., briefing notes, key message documents, policy statements).
- ❖ Support the Advocacy & Communications efforts in the production and targeted distribution of policy products and key messages.

(4) Advocacy Capacity Development (15%)

- ❖ Facilitate training on advocacy skill to head office and field staff
- ❖ Technically lead the at the country office in development of field advocacy action plans
- ❖ Facilitate technical assistance to SUN Movement and local organizations

(5) External engagement (15%)

- ❖ Support all events and creatively communicate our role in program responses, enabling the exploitation of all media opportunities (including, mainstream media, new media and online opportunities such as blogging and social media influencers)
- ❖ Provide AAH brand management and communications quality control in the country and ensure staff understand and adhere to communications guidelines and protocols
- ❖ Coordinate production of a diverse range of information products including audio/visual communications, when needed to achieve specific, program, policy and advocacy goals

I. SUPERVISORY RESPONSIBILITIES

There is no staff reporting directly to this position.

II. FISCAL RESPONSIBILITY

Budgeting of gender related activities/ interventions and ensure implementation of these activities within budget, scope and time.

III. PHYSICAL DEMANDS

- ❖ To travel to the field, the employee must attest to a level of physical fitness capable of enduring physically difficult, highly stressful situations, which may include the necessity to walk long distances, to eat a limited diet and/or to reside in potentially uncomfortable housing or tents.
- ❖ The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

IV. WORKING CONDITIONS, TRAVEL AND ENVIRONMENT

- ❖ The duties of the job require regular job attendance at least five days per week. Must be available to work outside normal office hours or on the weekends as required.
- ❖ Must be able to travel as required for standard domestic and international business purposes. While performing the duties of this job in the field, the employee may be exposed to precarious settings under high security risks and/or very basic living conditions and outside weather conditions, as well as infectious diseases.



GENDER EQUALITY COMMITMENTS

- ❖ Fostering environment that supports values of women and men's equal access to information.
- ❖ Provides an environment where women and men must be promoted based on the performance objectives.
- ❖ Respect for beneficiaries, women, men, children (boys & girls) regardless of gender, sex, disability, religion, etc.
- ❖ Value and respect for all cultures.
- ❖ Promote and uphold the PSEA and procedures.

INTERNAL & EXTERNAL RELATIONSHIPS

INTERNAL	<ul style="list-style-type: none"> ❖ <u>Heads of Bases</u>: technical support - exchange of information ❖ <u>Other Heads of Departments</u>: collaboration - exchange of information ❖ <u>Finance, Logistic and HR heads</u>: exchange of information and collaboration on financial, logistics and recruitment matters ❖ <u>Program Director</u>: hierarchical relationship (report to) - technical support - exchange of information and close collaboration on reporting and proposal writing ❖ <u>CD</u>: exchange of information, departmental reports
EXTERNAL	<p><u>Sectorial governmental and non-governmental stakeholders</u>: partnership, technical exchange or experience sharing, coordination, training, participation to meetings</p> <ul style="list-style-type: none"> ❖ <u>Donors</u>: on technical matters or as representative of Program Directors.

DELIVERY

Develop and implement advocacy plans and activities for country office projects and support advocacy activities including products (presentations, internal briefing notes, policy briefs, op-eds) for both internal and external use.

POSITION REQUIREMENTS

QUALIFICATION

- ❖ Minimum of a Bachelor's Degree in Social Sciences or related field, Anthropology, Gender and Development Studies or other Social Sciences related discipline.
- ❖ Minimum 4 years work experience in an Advocacy role or a role that involves Advocacy for an NGO.
- ❖ Experience in program or project design



SKILLS & EXPERIENCE	
ESSENTIAL	<ul style="list-style-type: none"> ❖ Strong understanding of current lobbying and policy development landscape. ❖ Knowledge of the charity landscape and the current challenges being faced by charities and NGO's. ❖ Experience in successful policy and advocacy work, preferably in international development, with preference for those that have professional experience working in Africa. ❖ Proven track record drafting and contributing to a range of products (presentations, internal briefing notes, policy briefs, op-eds). ❖ Recognized capacity in translating complex information in a compelling and accessible way for non-technical audiences. ❖ Demonstrated experience in developing and advocating for gender equality and child rights policies. ❖ Demonstrated ability to develop analytical evidence-based policy papers and reports. ❖ Excellent English language skills.
PREFERRED	<p><i>Functional Competencies (required)</i></p> <ul style="list-style-type: none"> ▪ Ability to provide or recommend solutions to problems; show flexibility to assume additional responsibilities ▪ Excellent analytical and critical thinking skills, including ability to find, absorb, analyze and prioritize information from many different sources, and proven experience of strategy development. ▪ Outstanding interpersonal, communication and presentation skills, including the presence to deal effectively with diverse constituencies including senior management ▪ Initiative in thought leadership, innovation and creativity. ▪ Ability to work and contribute positively in a team. ▪ Commitment to Action Against Hunger's work and values.

The deadline for applications is **Thursday March 17, 2022 at or before 5:00pm**. We do appreciate your interest to work with us; However, Only shortlisted Candidates will be contact.

Applications Documents Received shall not be returned to the Candidates hence, do not attach Original copies of your Academic Documents.

Approved




02/03/2022