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Approved by Senior Inspector,
MOLRS/JI
[Signature]
21/12/2023



Munuki SDA
Compound
P.O Box 247
Juba, South Sudan

JOB ADVERT

- Job Title:** Livelihood Specialist
- Qualification:** A University Degree in agriculture, agro-industry, agricultural economics, agribusiness or a closely related field.
- Experience:** At least 4 years of relevant experience in the areas of Livelihood systems Development and management or related field.
- Job Location:** Maiwut
- Supervisor:** Project manager
- Closing date:** 16th January, 2024 at 5:00pm South Sudan time

Introduction: The Adventist Development and Relief Agency (ADRA) is a global humanitarian organization of the Seventh Day Adventist Church whose Purpose is “**To serve humanity so all may live as God intended**”. ADRA South Sudan has been actively serving the communities of South Sudan for over 35 years. ADRA South Sudan’s thematic areas are health, education, food security and livelihood and emergency response.

ADRA’s Motto: *Justice. Compassion. Love*

ADRA’s Values: *Courageous. Compassionate. Connected*

JOB SUMMARY:

The Livelihood specialist will be based in Maiwut with frequent travels to Nasir County to offer technical support and mentorship to the livelihood Officer. He/She will be responsible for overseeing the implementation of livelihood activities in Maiwut and Nasir Counties to ensure women and youth improve their livelihoods and resilience through the ASSP project. He/She will Provide technical expertise and capacity development of design of investment operations to mobilize resources for investment along agricultural value chains, in collaboration with stakeholders, respective livelihood groups and (ii) support implementation and evaluation of ASSP operations, in accordance with the donor requirements, (iii) sphere head FMS and VSLA trainings. In Maiwut county, he/she will be responsible for establishment/formation of youth and men fishing groups, Women and youth farming groups as well as capacity building activities of those groups on Climate Smart Agriculture, through Farmer Field Schools. He/She will be in charge of village savings and loan association (VSLAs) and Farmer Market School (FMS) groups programmes that are to be initiated to provide means to achieve financial sustainability for the target beneficiaries in Maiwut /Nasir County. The Livelihood specialist will upkeep new and existing business relationships under the supervision of the Livelihood officer.



DUTIES & RESPONSIBILITIES:

Program implementation

- Plan and implement components of multi-disciplinary activities, lead and/or participates in internal committees and working groups and/or provide specialized expertise on technical networks and technical policy and standard setting bodies to contribute to livelihood programming in ADRA and relevant clusters.
- Collaborates in providing technical backstopping to and ensures the quality / effectiveness of capacity development and knowledge sharing activities within community members and groups such as policy support, organizational development and individual learning events including preparation of related information, learning materials, tools;
- Promotes cooperation/advocates best practices, increased farming dialogue and provides technical expertise at CP meetings;
- Participates in resource mobilization activities in accordance with the ADRA strategy.
- Lead in establishment /formation of youth and men fishing groups, women and youth farmer groups in Maiwut county and oversee the same activity in Nasir County in coordination with the livelihood officer with guidance and technical support from FSL Coordinator
- Utilizing the approved modules, conduct trainings for the established women and youth groups on Climate Smart Agriculture through Farmer Field Schools and in Farmer Market School approaches.
- Establish, train, mentor and follow-up the Village Saving and Loan Associations (VSLAs) for women and youth.
- Assesses constraints and opportunities for investment at all levels of selected value chains, in relation to the functionality of private sector engagement, markets and market institutions.
- Assess existence and performance of support services, trade policies, risk management systems, as well as food safety control systems when applicable.
- Identify and analyses agricultural investment-related policy issues, and develops public private platforms aiming at promoting an enabling environment for investment along the value chain.
- Provide contribution to the development of knowledge products, including analytical work and practical tools, related to agribusiness, marketing and value chain development.
- Facilitate community dialogues where both women and men participate in finding practical solutions to the issue of men's reluctance to let women own money / assets
- Establish, train and mentor community groups / committees (based on existing groups when possible eg. PTAs, Boma health groups, dyke-building initiatives, women groups, youth groups) on Disaster Risk Reduction
- Participate in preparation of POA (Plan of Action) and DIP development for Livelihood activities and village savings and loan associations (VSLAs).
- Prepare procurement plans as well contribute to monthly implementation budget forecasting or planning.

Data management and reporting

- Manages, files and stores data, ensuring the confidentiality of the information collected and the services provided under the ASSP.



- Prepares and submits weekly and monthly work plans in a timely manner to Livelihood specialist for validation
- Supports the implementation of monitoring and evaluation tools and report on problems in the implementation of the program on a timely manner.
- Participates in weekly reporting and planning meetings to ensure adherence to donor standards and regulations

Coordination and representation

- Maintain an up-to-dated market analysis in the operating area and take proactive steps to remain informed about the market prices for products produced by different project beneficiaries.
- Coordinate with the manager and staff of the BMZ CARE project in Nasir County to avoid duplication while complimenting livelihood activities.
- Perform regular market analysis and link beneficiaries of the project to competitive markets and other service providers
- Advocate on behalf of beneficiaries through relevant government entities and HUM actors to support disaster risk reduction plans
- Coordinate with the PMCs (Project Management Committees), Payam & County local authorities, and the group management committees ensuring thorough & transparent implementation

Monitoring and evaluation

- Develop technical, analytical, monitoring and reporting frameworks, and related methodologies, tools, systems and databases etc. to support the planning, implementation/delivery and monitoring of programs of work, projects, products and/or services;
- Designs and conducts focus group discussions, data collection, validation, analysis and/or reporting activities to support the development of LEAP technical standards, instruments, innovative approaches and strategies, new tools, technologies, technical reports/publications, and/or policy proposals as well as the provision of technical/policy/ specialist/advice and expertise
- Regularly monitor and supervise operation of FMS & VSLAs; Collect feedback and check information received, support and promote programme activities;
- Regularly visit, & monitor the use of loans by VSLA members; ensure that loans are used for the right purpose, and reimbursement regulations are in place for every group;
- Counsel and assist VSLA groups or members making production – business plan, financial management plan when needed
- Record, track, store documents and data related to the FMS, fishing and VSLA activities;
- Participate in evaluating the effectiveness, results of operations, and report to Livelihood Specialist and Project manager on weekly and monthly basis as well contributing to quarterly and annual donor reports;



JOB REQUIREMENTS

Education: Bachelor degree or Diploma from a reputable university/college in relevant fields inclusive of: Agricultural economics; Crop science, Agribusiness and Farm management; Economics/Statistical Science; Business Management, and Entrepreneurship.

Work experience: At least 4 years of relevant experience in the areas of Livelihood systems development, and management and/or related field, application of value chain analysis and development, agribusiness and market development, processing, including experience in the formulation and/or implementation of VSLA investment operations

PERFORMANCE INDICATORS:

Meet at least 80% of project work plan indicators.

Complete at least 80% of planned field activities.

Ensure timely submission of data for monthly reports.

Time management

Team work.

Interpersonal and communication skills

INSTRUCTIONS FOR APPLICATIONS:

All application should be emailed to jobs@adrasouthsudan.org or hand delivery to ADRA Office situated at Muniki Seventh Days Adventist (SDA) compound Bilpfarm road.

Qualified female South Sudanese nationals are highly encouraged to apply.

Note:

1. A CV of 4 pages or less coupled with a one-page cover letter, Telephone contact details will be required.
2. Relevant **copies (NOT ORIGINALS)** of certificates and testimonials
3. Only Shortlisted candidates will be invited for interviews.
4. Due to the urgent need for this position to be occupied, we shall be reviewing applications coming in from time to time, and interviews will be conducted once we have received suitable candidates before the deadline of the advert.

SAFEGUARDING:

ADRA South Sudan has a zero tolerance to Sexual Exploitation and Abuse of beneficiaries. Protection from Sexual Exploitation and Abuse (PSEA) is everyone's responsibility, and all staff are required to adhere to the Code of Conduct, that enshrines principles of PSEA, always (both during work hours and outside work hours). Familiarization with, and adherence to, Code of Conduct is an essential requirement of all staff, in addition to related mandatory training. All staff must ensure that they understand and act in accordance with this clause.

