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Approved by
Inspector

12/8/2021
STAND FOR THE VULNERABLE™

World Relief South Sudan
Hai Cinema P.O. BOX 41
Juba, South Sudan
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www.worldrelief.org

Position Title: Church Empowerment Coordinator

Report To: Area Coordinator

Work Location: Ibba and Maridi, South Sudan

World Relief South Sudan is an international Christian NGO working in health, nutrition, economic development, disaster response, education, WASH (Water, Sanitation & Hygiene) and Church Empowerment.

World Relief's mission is empowering local churches to serve the most vulnerable.

Key Responsibilities

World Relief is looking for a dynamic young person of good Christian testimony to occupy the position of Church Empowerment Coordinator. He/she will report to the Area Coordinator.

The overall purpose of the post is to equip and empower local churches to serve the most vulnerable in their communities leading to Physical, Economical, Spiritual and Social transformation; by building the church capacity to develop sustainable and replicable church led ministries that lead to church-initiated community-based development.

The successful person will be responsible for Capacity Building for Church Empowerment, implementation, Monitoring and Evaluation, Budget management, Reporting and Coordination, networking and public relations with local partners and other key stakeholders.

Essential Functions

1. Capacity Building for Church Empowerment, implementation, Monitoring and Evaluation
 - Provide support to project staff to develop and follow through local church based holistic approach using the Detailed implementation tool kits (DIG 2.0).
 - Organize and facilitate training programs for Maridi and Ibba CEZ's.
 - Facilitate the development and implementation of Maridi and Ibba CEZ plans, interventions and budgets in collaboration with other programs and finance team
 - Facilitate quarterly project technical reviews and planning meetings with Maridi and Ibba CEZ's.



- Monitor project activities including regular data collection, verification and indicator tracking.
- Provide overall supportive supervision of all activities conducted by Church Empowerment promoters.

2. Budget Management

- Follow through all Maridi and Ibba CEZ's budgets and ensure activities are implemented timely in liaison with Area Coordinator. This includes; monitoring and tracking Maridi and Ibba Church Engagement expenses according to budget in conjunction with finance personnel.
- Assist in monthly and annual budget projection and review financial reports for the program.
- Assist in development and/or contribute towards the development of proposals for funding for CEZ's.

3. Reporting

- Consolidate monthly, quarterly and annual church empowerment matrix and reports from Maridi and Ibba CEZ and timely submit them to the Area Coordinator, M & E and other relevant staff.

4. Coordination, networking and public relations with partners and other key stakeholders

- Provide leadership for all Church partner's trips and ensuring effective participation from both World Relief South Sudan and partner team members
- Facilitate introductory and debrief meetings when Church partner's teams visit the project.
- Develop training materials and facilitate partner team training where necessary
- Networking with other NGOs, local government officials and other relevant stakeholders

Minimum Qualifications

- Bachelor's Degree in Education, Public Health, Theology, community development, Public Health, Agriculture, Social sciences or any related field to World Relief core Programs.

Personal Skills

- Commitment to World Relief's values.
- Critical thinking and creative problem-solving skills with ability to make sound judgment
- Strong relationship management skills and the ability to work effectively with local stakeholders
- Representation abilities
- Proactive, results-oriented, and service-oriented



- Attention to details, accuracy and timeliness in executing assigned responsibilities.

Applications Requirements

Applicants desiring consideration for this position submit the following:

- Application letter, expressing your motivation for the position you are applying for
- Current CV, copies of Diplomas, Bachelor and Certificates, including nationality certificate.
- List three former supervisors who can serv as job references one of whom should be from the church with their valid email addresses and contact numbers.

Interest potential candidate should submit the above items and the application in any one of the following ways:

Submission to the World Relief Juba Office in Hai Cinema Tender Box as well

Online submission by email to WRSSRecruitment@wr.org including the job title in the subject line.

Applications must be received by 9th September 2021 at 5:00 PM.

Applications will be reviewed as they are being received and only shortlisted candidate will be contacted.

