



5D-H-3  
Approved by Senior Inspector,  
MOL JASS/JT  
06/03/2023



**Re: Advertisement of Job Opportunity for external candidate only.**

<b>Job title</b>	Livelihoods Programme Manager
<b>Number of positions</b>	one (1)
<b>Report to</b>	Head of Programs
<b>Duration</b>	3 months with possibility of extension based on funding & performance
<b>Job Location</b>	Juba South Sudan with infrequent travel to various field offices of ASIMO South Sudan.
<b>Open date</b>	6 <sup>th</sup> March, 2023
<b>Deadline</b>	23 <sup>rd</sup> , March, 2023

**1. Background**

ASIMO is a non-profit and non-political National Non-governmental Organization (NNGO) which was formed in 2016, incorporated in 2018 and has been legally registered with the Relief and Rehabilitation Commission (RRC) under South Sudan NGOs' Act 2016. ASIMO implements programmes in seven main core competencies namely: Health, Food Security & Livelihood (FSL), Peace Building (PB); Education, Water Sanitation and hygiene (WASH), Climate risk Reduction and Protection.

**1. Rationale of the position**

ASIMO South Sudan is looking for a suitably qualified South Sudanese national to fill the position of Livelihoods Program Manager based in Juba South Sudan.

The Livelihoods Program manager will lead the implementation of livelihoods response programming to promote more resilient livelihoods in order to increase people's autonomy, enabling them to generate income that meets their basic needs, even in times of crisis. therefore applicants are encouraged to apply and job holder will become part of the ASIMO working team in livelihoods Response program and integrated Gender Based Violence intervention.

**2. MAIN TASKS AND DUTIES.**

- Coordinate with various clusters and implementing agencies to ensure effective representation in providing project feedback and ensure smooth collaboration on policy and service delivery in respective geographic areas.
- Conduct regular follow-up and provide support to VSLAs graduates to see if they are applying the technologies and practices and provide technical assistance where there are gaps.



- Capacity building of VSLAs or MSEs groups in all the program areas of intervention.
- Co Work closely in teamwork with livelihoods and integrated protection team as well as other program teams such as cash for work, agriculture, and Logistics, finance, and Health.
- Develop detailed project plans with associated milestones and work with internal and external personnel to ensure goals are met.
- Manage multiple work streams and projects, allocating resources across them in the most efficient manner to deliver to project plans
- Maintains and facilitates accurate and timely project reporting of multi Sectors in collaboration with other staff and state focal persons.
- Prepare reporting documentations including but not limited to weekly, Monthly Updates, Quarterly Reports.
- Work with Logistics & Procurement team to prevent stock outages and ensure stock requests, purchase requests, cash forecasts and movement requests are submitted appropriately on timely for the field offices.
- Compile the clusters 5Ws reports and submit on timely.
- Write or compile ToRs, MOUs, and reports, and send to the head of programs for approval.
- Updating the dashboard with household follow up progress through the project phase and Supervising, monitoring and tracking livelihoods activities.

#### 5. SKILLS AND COMPETENCIES

- Strong interpersonal/communication and network skills
- Proven ability to work in across cultural and multidisciplinary environment
- Excellent oral and written communication skills
- Must be fluent in English and Arabic
- Must be a south Sudanese national
- Strict follow the organization policies and procedures, and respect organization principles at all times.
- Demonstrate capacities to establish and maintain strong, collaborative working relationship with Government officials, Local organizations, Communities and other Stakeholders.

#### 6. SKILLS AND EXPERIENCES



- Validated technical and professional skills in management of VSLAs, Marketing Cooperative, Youth & Women empowerment is a must.
- Relevant and effective communication and mobilization skills to work with the local stakeholders and community, and local Government and other partners
- Must have experience in proposal and report writing skills.
- Excellent representational skills - Proficient spoken and written English.
- Experiences in designing and implementing project aim at improving livelihoods response programming.
- Proficient in the use of MS words/ MS Excel, PowerPoint and internet communication
- Good writing and reporting skills.

#### 7. REQUIREMENTS/QUALIFICATIONS

- BA/BSc degree in Cooperative and marketing development, Rural development, International Development, Economics, Business Administration, Agricultural Economics, Sociology, Social Science, and/or related relevant field of studies
- Experience of working in food security & livelihoods response program as a manager.
- A strong background in the NNGO sector and particularly food security & livelihoods with integrated gender base violence response services.
- Excellent oral and written communication skills.
- Must be a south Sudanese national.

#### 8. Application Procedure

If you think are the best candidate, kindly submit your resume, cover letter, updated CV and copies of credentials to:

- If hand delivery:** To Wau field office in Daraja block 25, adjacent the comboni church and WFP guest house.
- Juba HQ Office** located at Hai Kuwait, former KCB Building, 1<sup>st</sup> Floor, Bilpham Road , opposite Salam Petroleuma long Bilfam Road.
- If email:** please email all your application documentation to [v.dyson@asimo-ssd.org](mailto:v.dyson@asimo-ssd.org) and copy [asimo.juba@gmail.com](mailto:asimo.juba@gmail.com) before 14<sup>th</sup> ,march, 2023 which is the deadline. Only Shortlisted candidate will be invited for the interview.

**NB: Women are Stongly encourage to apply for this position.**

