

VACANCY ANNOUNCEMENT
Project Manager-FSL (X1)

Concern South Sudan is an international humanitarian NGO working in South Sudan since 1998. It is dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world's poorest countries through the provision of Health & Nutrition, Shelter, WASH and Livelihood activities in the three States of South Sudan.

Concern South Sudan is looking for a suitable candidate to fill the position of **Project Manager -FSL** to be based in Nyamlel

Job Purpose:

Project Manager-SAMS EUTF- will support and provide essential leadership in effective and successful implementation of SAMS – EUTF project in Aweil West and Aweil North Counties, Northern Bahr El Ghazal state. He/She will liaise and coordinate with WFP in ensuring timely delivery of project needs and supplies to the project locations. The post holder will conduct regular field monitoring visits to project sites and provide substantial technical guidance on implementation of the EUTF project. He/She is expected to be proactive in anticipating challenges and providing their solutions including cascading them to the line manager for support.

Main Duties & Responsibilities:

Responsibility 1: Overall Management of SAMS/EUTF team

- Provide leadership and guidance to Assistant Project Officers and other team members by ensuring compliance with organizational guidelines and policies in the implementation of SAM's Project.
- Supervise, coach and mentor Assistant Project Officers and others involved in implementation of project activities to ensure smooth and timely implementation activity plans.
- Collect and document programme routine data on incomes generated by producer groups, market linkages, production volumes and other relevant output data needed.
- Ensuring that programme information required by the Programme Coordinator, Programme Manager and M&E Manager is given/shared on time.
- Conduct capacity building sessions to APOs/CDFs spearhead training of key stakeholders such as CAD extension workers, PMCs, to ensure compliance and effective implementation of the project.
- Represent Concern in partners meetings and provide timely updates and discussion points of the meetings with Programme Coordinator.
- Contribute to the preparation of quarterly and annual reports required by the donor.

Responsibility 2: Participate in Inception Meetings and Identification and Selection of beneficiaries.

- With support from Programme Coordinator and Programme Manager lead inception meetings and provide substantial guidance in beneficiary targeting.
- Clearly explain to stakeholders the purpose and objective of SAMS and its ultimate goal and objectives.

- Adhere to and comply with agreed and approved beneficiary selection criteria when selecting beneficiaries for SAMS and document all beneficiaries selected.

Responsibility 3: Capacity strengthening of farmers and farmer organizations/cooperatives.

- Support development of farmer organizations and linking them to traders and markets to access quality inputs and sell their produces.
- Support individual farmers to form smaller farmer groups, and provide necessary training and organization.
- Ensure timely planning of trainings, aligned to the appropriate seasons and time for maximum efficiency.
- Maintain day-to-day relationship with key actors, including farmer organizations and groups as it relates to project activities focused on farmer organizations capacity strengthening.
- Ensure required project inputs including seeds, and tools are procured and distributed on time.
- Ensure farmer organizations have established group farms, and necessary training on agronomic practices are delivered on demonstration plots established in group farms.
- Ensure all group business plans are developed, and organizing necessary support to business plans including monitoring and follow up.

Responsibility 4: Monitoring and Evaluation

- Regular monitoring of project activities and output in designated project locations.
- Participate in joint monitoring of SAMS activities with WFP and provide written updates to the line Manager as appropriate.
- Carry-out any other M&E assignments as may be assigned by the Programme Coordinator and Programme Manager.
- Timely prepare and share weekly/Monthly/Quarterly/Annual reports with Programme Coordinator and other activity progress updates when required.

Responsibility 5: Staff Management

- Supervise Project Assistant and 4 Community Development Facilitators and provide regular leadership to them on daily implementation of SAM's project activities in Aweil West and North.
- Set performance objectives for the Project Assistant and CDFs, and ensure their performance objectives meet job deliverables. Routinely monitor their performance and appraise their performance on regular basis.
- Strengthen and build skills of the staff through on-job mentoring and coaching and provide feedback to staff to improve their performance.
- Recommend disciplinary actions for staff who are not performing through consultation with the line manager.

Responsibility 6: To ensure Complaint Response Mechanism (CRM), Accountability Processes and Programme Participants Protection Policy (P4) are established and enforced at community level.

- Provide regular training to the Project Assistants on CRM, its objectives and its benefits to project staff including School Management Committees and communities.
- Review complaints recorded by CRM focal persons and support the process of preparing feedback to the victims/or complainers by providing constructive feedback to the complainant.

- Monitor and create awareness on Concern's P4 at project locations/schools level through stakeholders' meetings at schools or at community level.
- Monitor and report any issues related to food lost by ensuring proper accountability

Responsibility 7: Work as a team member of Concern Worldwide NBeG program staff, by:

- Establishing and developing effective working relationship with Concern staff, Local Government staff and community volunteers to ensure team work and integration.
- As a team member effectively participate in preparation for Effective Emergency Response (PEER) process as deemed necessary. This may include being deployed to respond to emergencies as and when required.
- Participating in team decision making, planning and joint activities.
- Supporting other projects in your area whenever requested to do so.
- Adhering to Concern's programme and other policies on physical and financial resources.

Other:

- Be aware of, understand and comply with all of Concern's policies and procedures (P4, finance, logistics, HR, security management etc.).
- Contribute to ongoing security management and planning as necessary.
- Actively participate in any emergency response if called upon to do so (within the existing programme area or in a new one).
- Undertake other related duties as may reasonably be assigned by the Country Director or the line manager.

Emergency Response

- Concern is committed to responding to emergencies efficiently and effectively in order to help affected people meet their basic needs, alleviate suffering and maintain their dignity. To this end, when emergencies strike and the South Sudan Programme is to respond, all staff are required to actively participate in the response, regardless of location and contribute to the efforts aimed at achieving the humanitarian objective of the organization.

Qualification

- Bachelor Degree in Agribusiness, agricultural economics, Development studies and any other relevant discipline, preferably Masters
- Must possess strong competencies in project design, budget preparation, and proposal writing including excellent organizational and negotiation skills.
- Excellent computer skills with proficiency in Microsoft word, excel, power-point and internet use.
- Perfect verbal and written communication in English and Arabic
- Strong analytical, managerial, leadership, communications and interpersonal skills

Experience

Required:

- Five (5) to Ten (10) years of practical work experience in managing Market systems development projects as a Project Manager/Project officer preferably with INGOs/UN/Government Institutions in South Sudan.

- Excellent leadership and interpersonal skills in managing Projects and strong competencies of managing diverse team.
- Excellent Microsoft Office skills, particularly Word, Excel (Spreadsheets) and MS Power-point.
- Ability to work well and punctually under pressure.

Desired

- Experience working with an International NGO in NBeG.
- Work independently and with minimum supervision.
- Willingness to work and travel to long distances on routine basis.
- Should demonstrate problem-solving, tolerance and patience within the organization.
- Ability to ride motorbike and should possess valid motorbike license.

Competencies

Essential

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| 1) Managing yourself | 2) Leadership |
| 3) Communicating and working with others | 4) Delivering Results |
| 5) Planning and Decision making | 6) Creativity and Innovation |
| 7) Influence, Advocacy and Networking | 8) Change management |

CRM Accountability

In line with Concern's commitments under the Core Humanitarian Standard (CHS):

- Actively promote meaningful community participation and consultation at all stages of the project cycle (planning, implementation, M&E);
- Work with relevant colleagues to ensure that the Complaints and Response Mechanism (CRM) is functional and accessible, that feedback and complaints are welcomed and addressed;

Work with relevant colleagues to ensure that information about CRM, safeguarding and expected staff behavior is disseminated among programme participants and communities

Safeguarding at Concern: Code of Conduct and its Associated Policies

Concern has an organisational Code of Conduct (CCoC) with three Associated Policies; the Programme Participant Protection Policy (P4), the Child Safeguarding Policy and the Anti-Trafficking in Persons Policy. These have been developed to ensure the maximum protection of programme participants from exploitation, and to clarify the responsibilities of Concern staff, consultants, visitors to the programme and partner organisation, and the standards of behaviour expected of them. In this context, staff have a responsibility to the organisation to strive for, and maintain, the highest standards in the day-to-day conduct in their workplace in accordance with Concern's core values and mission. Any candidate offered a job with Concern Worldwide will be expected to sign the Concern Staff Code of Conduct and Associated Policies as an appendix to their contract of employment. By signing the Concern Code of Conduct, candidates acknowledge that they have understood the content of both the Concern Code of Conduct and the Associated Policies and agree to conduct themselves in accordance with the provisions of these policies. Additionally, Concern is committed to the safeguarding and protection of vulnerable adults and children in our work. We will do everything possible to ensure that only those who are suitable to work or volunteer with vulnerable adults and children are recruited by us for such roles. Subsequently,

working or volunteering with Concern is subject to a range of vetting checks, including criminal background checking.

How to apply:

1. Interested candidates are requested to submit their Applications, Updated CVs of not more than 3 pages and a copy of their nationality ID and copies of educational certificates to: HR Department at Nyamlel field office or email to vacancies.juba@concern.net NOT LATER than 3rd April 2023
2. The position (s) is strictly open to South Sudanese nationals only.
3. Only shortlisted candidates will be contacted and applications submitted will not be returned.
4. Please complete the summary profile form when submitting your application.
5. Note that the referees should be from your current or previous employer.

CONCERN WORLDWIDE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT CHARGE FOR ANY KIND OF RECRUITMENT.

WOMEN ARE STRONGLY ENCOURAGED TO APPLY TO OUR ORGANIZATION
WE CELEBRATE DIVERSITY.

Approved by Labour office
SM & PS & HRD - Ameil

