



Plan International  
 www.plan-international.org  
 South Sudan, Juba  
 P.O.BOX, 182, Hai Cinema

*I- approval is hereby granted*

**PLAN INTERNATIONAL SOUTH SUDAN  
 JOB ADVERTISEMENT**

Plan International is an independent development and humanitarian organization that advances children’s rights and equality for girls. We drive changes in practice and policy at local, national and global levels using our reach, experience and knowledge. For over 80 years we have been building powerful partnerships for children and girls, and we are active in over 80 countries. Plan International has been working in South Sudan since 2009 and in close collaboration with the key stakeholders at all levels to bring positive and sustainable changes in the lives of children and girls of South Sudan.

In order to enhance its response program, Plan South Sudan is seeking to recruit a qualified South Sudanese for the position of “**Food Assistance Project Manager – Rumbek**”.

**No. of Vacancies (1)**

<b>Job Title:</b>	Food Assistance Project Manager
<b>Tenure</b>	6Months (With Possibility of Extension)
<b>Grade</b>	D2
<b>Department</b>	Programme
<b>Reports to</b>	Programme Implementation Area Manager
<b>Location</b>	Rumbek, Lake State

**Purpose of the Role:**

In coordination with other thematic strategic projects and support functions teams, the post holder shall actively participate and support in strategizing, planning, guiding and coordinating Plan South Sudan food assistance project (GFD, SM, FFA, BSFP) services to the affected people in Lakes States.

**Key Accountabilities:**

- Responsible for management of the food assistance projects in the designated location ensuring that proposed results are achieved on time, within budget and in compliance with donor regulations
- Supervise project staff to ensure timely and quality implementation and monitoring of the project activities;
- Support the staffs in planning, implementation and monitoring of activities to ensure quality delivery of the project.

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*Approved by labour*



- Provide orientation and ongoing trainings for staff, volunteers and community representatives on different topics of protection, gender and GBV, nutrition, safeguarding, PSEA
- Doing routine supervision/coaching of staffs, develop/improvise and use monitoring and tracking tools and improve referral and information management systems in Nutrition
- Responsible for the development of all narrative and financial report of the projects (with support from Grants Accountant and finance department and technical review by thematic lead) in line with donor and Plan's requirements.
- Track and manage project expenditure including monthly budget forecasting and budget revisions.
- Support resource mobilisation efforts of proposal writing and related engagement.
- Work closely with Monitoring and Evaluation team to ensure that Monitoring & Evaluation and indicator tracking plans for the project in all target locations are in place and, developing additional Monitoring & Evaluation tools as necessary to monitor project progress.
- In collaboration with M&E specialist, Communications Manager and thematic lead, develop project briefs, lessons learnt and best practice documents that could feed into new projects idea
- In collaboration with M&E and project officers and coordinators, lead on assessments quality programme reviews and other project documentations, that could possible feed into project development.
- Establish structures to support feedback from beneficiaries and partners especially on safeguarding and protection issues.
- Support in ensuring that interventions are informed by and integrated with one another (education, protection, nutrition, food security and livelihoods) ensuring children at risk benefit from all thematic project interventions.
- Ensure the representation of Plan international in coordination meetings of nutrition sub-cluster as well as strengthen cross sectoral collaboration for effective support to children.
- Promotes and abides by Plan policies and procedures including but not limited to: Gender equality mainstreaming, Safeguarding Policy; Code of Conduct, PSHEA and the related mandatory reporting responsibilities. Ensure that safeguarding children and young people policy, code of conduct, standards are understood and met
- Recruitment of project staffs
- Represent PI at FO level in issues related to the project

#### **Safeguarding Commitments:**

- Commit and contribute to an environment where children and adult program participants feel respected, supported, safe and protected;
- Never act or behave in a manner that results in violence including SHEA against a child, young person or adult or places them at risk of such violence;
- Be aware of and adhere to the provisions of the Safeguarding Policy, PSHEA Policy and COC of Plan International;

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- Report and respond to safeguarding and SHEA concerns and breaches in line with the applicable procedures of Plan International;
- Maintain confidentiality of safeguarding and PSHEA concerns reported;
- Never participate in or support child marriages.

#### Dealing with Problems/Risks

- Managing internal and external communications in a multicultural environment
- Managing communications in emergencies
- Dealing with high demand for analysis of documents and situations and provide policy and advocacy recommendations
- Quality time to analyze and interpret situations in country context and find appropriate responses
- Intercultural understanding and communication needed
- Serving as brand ambassador for Plan International in South Sudan at field level
- Prepared to work long hours to meet deadlines

#### LEADERSHIP COMPETENCIES

- Align work priorities and resource deployment in own area with Plan International's wider goals and longer-term direction.
- Lead through influence rather than position, and role model PI values, accelerating gender equality inside and outside Plan International and addressing resistance. Self-aware and keen to learn, seeking feedback and creates a safe environment for others to challenge self or raise concerns.
- Achieve desired outcomes and finds innovative solutions by using the expertise and creativity of others and adopting a coaching approach with the people they manage or advise.
- Take complex decisions, weighing up the available information and assessing opportunities and risks.
- Build positive relationships outside their own work area, being willing to compromise own preferences to achieve our broader purpose and longer-term impact

#### BUSINESS MANAGEMENT COMPETENCIES

- Understand relevant sectorial context including how the sector operates in terms of funding and governance and awareness of Plan's purpose, values, and global strategy
- Manage legal and reputational risk including risk assessment, communication, risk management and reporting in full compliance with risk-related standards, including in areas such as Child and Youth Safeguarding and Protection, Gender equality and inclusion, Counter Fraud, Safety and Security

#### Communications and Working Relationships: Internal:

- Food Assistance and Nutrition Advisor and team
- Programs team




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- Finance team
- HR team
- Logistic team
- Business Development Team

**External:**

- WFP, FAO
- Ministry of agriculture and food security, RRC
- National Offices and donors
- Technical experts in the region
- International/national and state institutions, agencies, clusters and donors.
- Farmer associations/cooperatives,
- FSL research specialists and institutions
- Other partners



**Knowledge, Skills, and Experience Required to Achieve Role's Objectives:**

**Knowledge**

- University degree or above in social science, agriculture, economics, public health, disaster prevention, preparedness and humanitarian response, nutrition, developmental studies, or related field.
- At least 10 years relevant working experiences in the emergency response work and with minimum of five years management experience in FSL projects for an international NGO.
- Experience of managing the programme cycle, including assessments, proposal and report writing, Monitoring and evaluation.
- Experience dealing with UN funded projects (UNOCHA, UNICEF, WFP, UNHCR) regulations
- Proven experience of budget management and ability to develop project catch up plans and expenditure
- Demonstrated strong management, coordination, teamwork and planning skills with proven ability to function effectively with multiple counterparts in private, public and NGO sectors.
- General knowledge and understanding of Humanitarian Principles and core standards eg: Core Humanitarian Standards, SPHERE and other relevant international standard for humanitarian response
- Experience in building relationships, fostering interagency coordination and experience of representing an organisation to external parties

**Skills**

- Management, coordination and leadership skills for the implementation of program activities
- Excellent analytical, conceptual and strategic thinking skills.

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- Excellent writing skills, for both research as well as communication purposes.
- Proven communication and facilitation skills
- Excellent written communication skills for situation reports and rapid donor applications
- Excellent command of English, both written and verbal, some spoken Arabic will be an added advantage
- Work experience in FSL and conducting FSNMS surveys
- Awareness of environmental health issues as applied to emergency settings, with special attention to the needs of women and children.
- Experience in capacity building of partners and staff.

## PLAN INTERNATIONAL'S VALUES IN PRACTICE

### We are open and accountable

- Promotes a culture of openness and transparency, including with sponsors and donors.
- Holds self and others accountable to achieve the highest standards of integrity.
- Consistent and fair in the treatment of people.
- Open about mistakes and keen to learn from them.
- Accountable for ensuring we are a safe organization for all children, girls & young people

### We strive for lasting impact

- Articulates a clear purpose for staff and sets high expectations.
- Creates a climate of continuous improvement, open to challenge and new ideas.
- Focuses resources to drive change and maximize long-term impact, responsive to changed priorities or crises.
- Evidence-based and evaluates effectiveness.

### We work well together

- Seeks constructive outcomes, listens to others, willing to compromise when appropriate.
- Builds constructive relationships across Plan International to support our shared goals.
- Develops trusting and 'win-win' relationships with funders, partners and communities.
- Engages and works well with others outside the organization to build a better world for girls and all children.

### We are inclusive and empowering

- We empower our staff to give their best and develop their potential
- We respect all people, appreciate differences and challenge equality in our programs and our workplace
- We support children, girls and young people to increase their confidence and to change their own lives

### Physical Environment

- Standard office environment with some exposure to heat, cold, dirt, noise and rainy weather conditions; dim or crowded surroundings, especially when in the field

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- The post holder will be required to travel to the field very frequent

**Level of Contact with Children:**

- High level of Contact with Children:

**Inclusion and Diversity.**

Plan International is an equal opportunity employer within the meaning of the relevant UN convention, Equality, diversity and inclusion is at the very heart of everything that Plan International stands for. Qualified Women and people with special needs are strongly encouraged to apply.

**Employment of Relatives:**

Plan International South Sudan is an equal opportunity employer. However, it discourages employment of relatives of staff members because of the conflict of interest associated with it. While trying to avoid such cases, applicants are required to declare in writing if they have any relatives working with Plan International South Sudan.

**Application Submission Details:**

All applications marked on the right hand corner of the envelope “**Application for the Position of “Food Assistance Project Manager – Rumbek”**” should be addressed to:

**The Head of People and Culture  
Plan International South Sudan  
Juba, Hai Jerusalem.**

All Applications should be submitted in hard copies to Plan **International Office** in Rumbek.  
Or apply Via this email: [hr.ss@plan-international.org](mailto:hr.ss@plan-international.org)

**The closing date for receipt of applications is before close of business on Wednesday, 10<sup>th</sup> January 2024.**

**Note: Applications submitted are non-returnable.**

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