



Plan International  
South Sudan, Juba  
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**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 "Project Coordinator (Nutrition) – Renk".

No. of Vacancies (1)

Job Title:	Project Coordinator-Nutrition
Tenure	Ten Months
Department	Programs
Reports to	Head of Program Implementation
Location	Renk, Upper Nile State



**Purpose of the Role:**

Plan recognizes that the geographical context and recent history have left the communities of South Sudan highly vulnerable to emergencies from political and inter-ethnic conflicts, influx of returnees, food insecurity, long dry spells and floods. Cognizant of the need Plan is implementing emergency and recovery response in six states of South Sudan namely, Central Equatoria, Eastern Equatoria, Western Equatoria, Lakes State, Upper Nile and Jonglei State. Program includes food assistance, agricultural rehabilitation Food Security and Livelihood, Education in Emergencies and Child Protection in Emergencies.

The project coordinator supports the Nutrition and school meal project by recruiting staff, reviewing reports, facilitating and following up on issues at the country office (such as procurements and items to be collected and dispatched from WFP), representing the nutrition program in cluster meetings, and supporting the collection of key information for proposal development. S/he also participates in capacity-building for FO nutrition and school meals staff. S/he supports this nutrition and school meals project in Renk County and other states under consideration for expansion.

The Project coordinator will be responsible for the direct implementation of project activities in the field, including beneficiaries' selection, registration, and food/cash distribution in nutrition sites and schools. S/he will regularly monitor nutrition sites and schools, and mentor CNWs and PTA/SMCs on proper food storage, calculation, preparation, and reporting of utilization.

**Key End Results and typical Responsibilities**

- Responsible for reviewing donor reports and giving feedback/correction to the project team
- Represent PI in the Nutrition and FSL sub-clusters and other meetings when delegated by supervisor
- The post holder is expected to actively participate and contribute to the development of annual plans and budgets.

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- Conduct supervisory visits to the nutrition centers and schools to ensure project interventions are implemented according to the national CMAM/MIYCN and school meals guidelines.
- Monitor CMAM program in nutrition sites and program categories using SPHERE standard indicators
- Liaise with country office support functions to facilitate procurement, staff recruitment, transfer of items procured, and any supplies collected from UNICEF and WFP
- Participate in the recruitment of nutrition staffs to different projects
- Participate in technical and strategic discussions and meetings concerning emergency nutrition response in South Sudan
- Liaise with the nutrition supervisors to ensure TSFP interventions and community mobilisation activities are followed according to protocols as well as national and international guidelines.
- Assist with other related tasks as required.
- The project coordinator should be willing to relocate and work at any other Plan International Project location
- Minutes of all school feeding meetings are recorded and filed
- Ensure that the daily distribution of attendance registers is followed in the school
- Proper check of physical and documented receipts of commodities.
- Ensure incoming and outgoing commodities tally.
- Proper checking of commodities issued and stock balances.
- Immediate reporting on discrepancies.
- Ensure cleanliness and hygiene in the schools
- Usage of proper stock documentation using stock cards, waybills, and registration book.
- Timely indication of incidents reported, such as damage and loss
- Adhere to strict data protection and information-sharing protocols to protect the privacy, confidentiality, and safety of survivors Coordination, Advocacy and Representation

**Safeguarding Children and Young People (Safeguarding), Gender Equality, and Inclusion (GEI) Commitment (5%)**

- 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;
- 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**

*Complexity of problems handled & the degree of investigation, analysis, & creative thinking required to solve them*

- Facilitating cordial relationships with and among various stakeholders from a variety of backgrounds.
- Patience in dealing with difficult children

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- Handling conflicting priorities and ad-hoc requests from various stakeholders in the best interest of the organization.
- Given the wide scope of responsibility and limited resources, it is essential that the post holder is able to effectively manage a variety of tasks and clearly identify priorities.
- Creativity in developing strong partnerships and in making use of internal and external resources.
- Ensuring active and full participation all stakeholders.

#### Leadership and Business Management Competencies

##### 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 advice.
- Delegate tasks and decisions, trusting and stretching others but ensuring they have the resources and support they need.
- Create space for reflection and uses external evidence and internal evaluation to identify what and how we need to improve and then to support others through change.
- 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 partners 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
- Manage people and information including skills in assessment and coaching, evidence-based management, communication skills, both speaking and writing, and digital working, including personal digital skills

#### Technical Expertise, Knowledge and Skills Required to Achieve Role's Objectives:

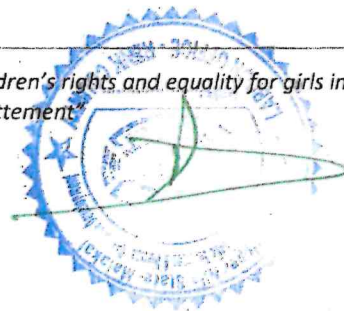
##### Knowledge

- University degree in Medicine, Nutrition, Public Health, Nursing, clinical medicine, or related field.
- A minimum of 5 years of management experience in health and/or nutrition working for an international NGO.

##### Skills

- Management, coordination, and leadership skills for the implementation of program activities
- Excellent analytical, conceptual, and strategic thinking skills.
- Skill in using useful data entry and analysis software like ENA, SPSS, STATA, and others
- Excellent writing skills, for both research and communication purposes.
- Proven communication and facilitation skills
- Excellent written communication skills for situation reports and rapid donor applications

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- Excellent command of English, both written and verbal, and some spoken Arabic will be an added advantage
- Work experience in CMAM (Community-based management of acute malnutrition), school feeding, food distribution, and conducting nutrition 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.

**Communications and Working Relationships:**

Working contacts inside and outside the organization, include the purpose and level (high, medium, low) of the contact.

**Internal**

- Food Assistance and Nutrition Advisor and team
- Programs team
- Finance team
- HR team
- Logistic team
- School feeding team
- Business Development Team

**External:**

- National Offices and donors
- Technical experts in the region
- International/national and state institutions, agencies, clusters and donors.
- Farmer associations/cooperatives,
- Nutrition research specialists and institutions
- Other partners

**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

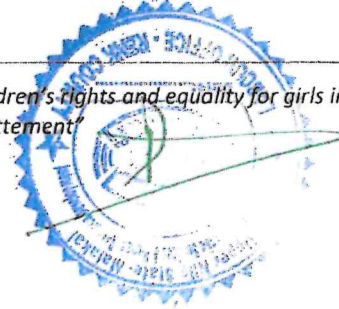
**We strive for lasting impact**

- 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.

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- 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
- 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 "Application for the Position of "Project Coordinator (Nutrition) – Renk" Should be addressed to:

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



Applications should be submitted in hard copies to Plan International Office in Renk or send your application via this email [hr.ss@plan-international.org](mailto:hr.ss@plan-international.org)

**Deadline for the receipt of applications shall be Wednesday, 25<sup>th</sup> February 2026. At 5:00PM**

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

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