



Plan International
South Sudan
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APPROVE

SUBMIT



PLAN INTERNATIONAL SOUTH SUDAN JOB ADVERT – EXPERT POSITION

Plan is an International Child Centered Community Development organization – without religious, political or governmental affiliation – that works with children and their communities in 50 of the world's poorest countries to make lasting improvements in their lives. Plan's work worldwide benefits around six million children in Africa, Asia and Latin America. Program implementation takes place in 50 Country Offices and 4 Regional Offices, working with more than 90,000 mostly rural communities.

Working in 50 developing countries across Africa, Asia and the Americas, Plan has 'One Goal, whose aim is to reach as many children as possible, particularly those who are excluded or marginalized, with high quality programs that deliver long-lasting benefits by increasing its income, working in partnership with others and operating effectively.

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 Equatorial, Eastern Equatorial, Western Equatorial, Lakes, Upper Nile and Jonglei. Program includes food assistance, agricultural rehabilitation, Food Security and Livelihood, Education in Emergencies and Child Protection in Emergencies. Plan International also works with both International and Local Partners. **In order to enhance its response program, Plan South Sudan is seeking an experienced Candidate to fill the position of Food Assistance Manager to support the Program Department.**

POSITION 1; No. of Vacancies One (1)

Job Title	:	Food Assistance Manager - (Expert Position)
Grade	:	E
Tenure	:	12 months
Department	:	Programs
Reports to	:	PIA Manager
Location	:	Pibor, Greater Pibor Administrative Area

Dimensions of the Role

The Food Assistance Manager will directly work under the Area Implementation Manager in Pibor and will be responsible for planning, implementation and reporting of the integrated food assistance and nutrition project and liaise with the donors at head office in Juba (WFP, UNICEF, FAO, UNDP/OCHA/IOM), forging good working relationships with them and other heads of sub-offices in Pibor, related to the project and the point person for the food security and livelihood cluster coordination forum at OCHA.

With the support from the Food Assistance and Nutrition, team members the incumbent is responsible for consolidating current WFP project activities, strategizes and positions Plan International as the lead WFP IP in Pibor. The post holder will support the Area Implementation Manager and his team in program development, planning, implementation;

National Organisations Australia Belgium Canada Colombia Denmark Finland France Germany Hong Kong India Ireland Japan Korea Netherlands Norway Spain Sweden Switzerland United Kingdom United States Programme Countries Bangladesh Benin Bolivia Brazil Burkina Faso Cambodia Cameroon China Colombia Dominican Republic Ecuador Egypt El Salvador Ethiopia Ghana Guatemala Guinea Guinea-Bissau Haiti Honduras India Indonesia Kenya Laos Liberia Malawi Mali Mozambique Myanmar Nepal Nicaragua Niger Nigeria Pakistan Paraguay Peru Philippines Rwanda Senegal Sierra Leone Sri Lanka South Sudan Sudan Tanzania Thailand Timor-Leste Togo Uganda Vietnam Zambia Zimbabwe

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monitoring, resource mobilization, networking, coordinating, documenting, dissemination; advocating and quality and effectiveness of Plan's food assistance programme.



Key Accountabilities

Programme Management and Implementation

- Under the guidance of the Area Implementation Manager and Food Assistance Advisor, lead implementation and management of the WFP Food assistance programme, maintain closer ongoing surveillance of the developing humanitarian emergency situation, and adjust interventions and activities according to gaps and needs.
- Assist in the development of all Food assistance implementation plans and budgets within the framework of the agreed food assistance programme and Country strategy.
- Assist in ensuring adequate monitoring, reporting and acquittal of food assistance/livelihood recovery activities are in accordance with Plan's humanitarian accountability framework, WFP requirements, relevant SPHERE standards, and community resilience building strategies.
- Support in ensuring the food assistance, community resilience activities are implemented in a coordinated and integrated manner with relevant stakeholders, sub-clusters and partners.
- Assist in ensuring all personnel understand and carry out their duties in accordance with WFP requirements, Plan international Food assistance strategies, humanitarian principles, core values, PHSEA principles, Code of Conduct and the SPHERE standards.
- In coordination with the Food Assistance Advisor and Grants manager, monitor and provide timely financial monitoring reports, commodities distributed are timely tracked and reported to donors like WFP and other donors.
- In coordination with the Grant Accountant and PIA Senior Program Manager ensure GIK and cash from WFP are verified and credited through IH to NOs according to the FAD signed between CO and NOs.

Technical Support and Capacity Building

- In consultation with the PIAM, Food assistance Advisor and the team, develop strategic documents for Plan South Sudan food assistance and resilience building programmes.
- Support in identifying/consolidating and building strong relationships with sub-cluster, donors in food assistance and resilience building
- Lead the implementation of Food assistance and early resilience building strategies and plans with Partners like WFP, FAO, OCHA, UNDP, UNICEF, Government institutions, other government donors and Plan National Offices
- Manage the food assistance team in Pibor to deliver food assistance programmes in Pibor.
- Ensure timely and quality reporting to donors (WFP/UNICEF/FAO/IOM/UMDP-OCHA, and NOs – mainly to PIA as lead regularly and others as needed
- Given the significance of the food assistance, the manager is member of management team of the programme department

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- Given the continuous technical and financial support by the business development unit, the Food Assistance Manager will support with communicating, reporting, planning, commodity statements (crediting GIK and cash values) etc.



Monitoring and Evaluation

- Updating current education needs assessment and/or leading food assistance assessment as appropriate.
- Knowledge management and documentation of lessons learned related to Food assistance programming.
- Lead commodity tracking, GIK tracking, monitoring and reporting both to CO and WFP
- Drafting quality and timely progress reports to CO, NO and WFP as appropriate
- Work with M&E department to lead monitoring and evaluation activities of the food assistance project
- Support continuous needs assessments and reporting to ensure that food assistance interventions respond to the ever changing needs of communities

Representation

- Close collaboration with, representation and support to FSL Sub-Cluster, Local authority, FSL partners and other relevant coordination groups.
- Ensure Plan International South Sudan visibility at the field level through the FSL clusters and other related food assistance coordination channels
- Ensure monthly reporting to the FSL cluster and relevant donor reports

Finance and Budget Management

- Monitor budget and ensure adequate burn rate for food assistance projects as per the quarterly budget plans in close coordination with the Area implementation manager and Food assistance advisor
- Ensure timely review of the BVA on a monthly basis and feedback to the finance team

Reporting

- Ensure timely and quality preparation or review of food assistance to donor and National Offices narrative reports in close collaboration with the area implementation manager and Business Development Unit

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:

Complexity of problems handled & the degree of investigation, analysis, & creative thinking required solving them

- Facilitating cordial relationships with and among various stakeholders from a variety of backgrounds.
- 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.

Communications and Working Relationships:

Internal:

- Programs Director
- Project Managers and thematic managers
- Education field teams
- PIAM
- Visiting National Offices and Donors staff
- Other Plan staff

External:

- State institutions, agencies, clusters and donors e.g WFP
- Children and their families
- Parents and other members of the communities
- Other partners



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

Knowledge;

Successful candidates will possess;

- Masters' degree in social sciences, education, or related field
- At least a graduate qualification in Food Assistance or relevant discipline (development studies, rural development, economics, community development, agriculture, public health, disaster prevention, preparedness and humanitarian response)



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- A post graduate qualification in disaster risk reduction; conflict analysis; humanitarian response, climate adaptation; and program management including result-based monitoring and evaluation will be an added advantage
- At least 5 to 10 years relevant working experiences in the emergency response work.
- Experience and ability to coordinate and collaborate with different organizations including the government
- Knowledge of Humanitarian policies and procedures, PHSEA, Sphere and the Red Cross/ humanitarian Code of Conduct
- High level of all aspects of managerial experience, including managing multi-million-dollar budgets
- Experience in complex decision making and leading a multi-disciplinary, multi-national team under difficult circumstances
- The highest level of expertise in representation and negotiation with governments and donors
- Strong understanding of the humanitarian emergency operating context, including Sphere, the humanitarian system, donors, security, civil military liaison and program management.
- At least 5 years working experiences in South Sudan or similar context will be a plus



Skills

- Representation and leadership skills.
- Requires general finance, administration, information management and telecommunication skills and proficiency in information technology/ computer skills.
- Excellent interpersonal skills, including the ability to build relationships with colleagues at long distances
- Proven analytical skills and ability to think strategically, including the capacity to analyze the humanitarian context and security trends and propose new interventions and changes in the program and policies.
- Able to communicate clearly and sensitively with internal and external stakeholders as a representative of Plan. This includes effective negotiation and representation skills.
- General finance, administration, information management and telecommunication skills and proficiency in information technology/ computer skills required.
- Excellent written and oral communication skills in English, including presentation and public speaking. Working knowledge of local Arabic and/or other local languages will be an added advantage.

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.



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- 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 and Demands:

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

Level of Contact with Children:

Occasional Interaction with Children.

APPLICATION SUBMISSION GUIDELINE

All applications should clearly indicate in the Subject Line "Application for the Position of Food Assistance Manager – Pibor and should be addressed to:

**The HR & OD Business Partner
Plan International South Sudan
Hai Jerusalem**

Applications should be submitted via this e-mail address hr.ss@plan-international.org

The closing date for receipt of applications is before close of business on 20th October 2021.

Plan is an equal opportunity employer within the meaning of the relevant UN convention. Qualified Women are strongly encouraged to apply.

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