



COMMUNITY ACTION ORGANIZATION

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BACKGROUND

Community Action Organization (CAO) is a National Non-Governmental, None Political and None- Profit humanitarian and development organization to address Humanitarian needs, transition and development assistance. Our mandate is to build capacities of South Sudanese Communities through socio economic development, peace building, access to justice, promotion of Human Rights, good governance, formal and non-formal education, Protection, Health Nutrition, WASH (Water Sanitation and Hygiene) Program, poverty alleviation through initiatives such as agricultural capacity building and promotion of a culture of tolerance.

CAO was established in 2014 with over 3years of Operations in Jonglei, Upper Nile, Warrap states and Central Equatorial with Field office bases in Ayok, Fangak, Pigi, Urur in Jonglei, Nasire etc. CAO constantly seeks talented, compassionate candidates with high-integrity to strengthen its capacity to respond urgently to crises with the right skills. Given the nature of CAO's work, it is essential that its workforce has the right mix of skills and qualities to fulfil its mandate

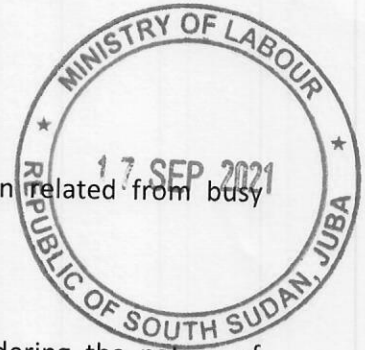
Job title: Gender Specialist
Location: Juba with frequent travels to CAO field sites
Department: Programme
Report to: Gender Coordinator
Dateline: 1st October 2021
Start: As soon as possible.

The purpose of this position is to promote integration of Gender Equity principles and practices to Community Action Organization multi-sectorial projects. He/she will specifically improve gender mainstreaming across all the projects, ensure quality assurance and impact of gender perspectives. The Gender Specialist will provide timely and relevant technical inputs to all programmes in the areas of gender equality and gender-based violence. He/she will lead internal processes to ensure a strong culture of promoting gender equality and gender transformation

The Gender Specialist key roles and responsibilities is to support programming, implementation and monitoring of gender strategy in line with national and international strategy on Gender Equity. The role ensures promotion of high-quality technical approaches to gender equality in all Community Action Organization programmes. The position holder will focus on particular on



- 3-5 years' working experience in gender and women protection institutions
- Ability to coordinate gender issues at national and grassroots level
- Good advocacy and training skills
- Able to work in harsh environment with limited comfort considering the nature of humanitarian operation of South Sudan
- Good computer skills in Microsoft applications words, excel, internet and power point



Interested South Sudanese applicants who meet the requirements should send updated curriculum vitae and cover letter to Email address: jobscommaction@gmail.com and copy commaction.org@gmail.com.

The documents can also be **hand delivered** to our office Headquarter Hai Commercial Koro Road. Please call 0917126200 for directions to the office.

Please ensure your application email has the subject heading "**Gander Specialist**". For hand deliveries, kindly write "**Gander Specialist**" at the back of the envelope.

Note: Any document submitted will not be returned.

Deadline for applications

01th October 2021 by **5:00pm**, only those applicants selected for an interview will be contacted.

CAO is committed to providing a work environment in which all individuals are treated with respect and dignity. Final candidates will be vetted in accordance with CAO's Child Protection Policy, including appropriate reference and security checks. CAO's work is guided by its core values: *integrity, teamwork & commitment, inclusivity& community engagement, innovativeness and creativity; and professionalism.*

Due to urgency of this position, applications received will be reviewed on rolling bases and any documents received will not be returned to applicants and the position may be filled before closing date.



gender integration within Community Action Organization thematic areas (nutrition protection, health, education and wash)



Key Duties & Responsibilities

- Lead and monitor the implementation of Gender Equity reintegration into Community Action Organization and donors strategic plan and National Women Empowerment strategic plan
- Support programme and team in reaching assigned duties
- Build capacity of Community Action Organization staff to understand and integrates assigned objectives
- Create awareness and promotion of gender equality
- Ensure implementation of gender approach in M&E approach system design, implementation from M&E officer with support from program manager
- Monitor political, social, economic and cultural development on impact on gender and protection
- Support gender & protection linkage with government authorities in handling protection issues
- Support capacity building of gender & protection managers, Officers, government officials, partners on gender and protection issues
- Establish effective working relationship, adequate referral and networking with relevant NNGOs, INGOs, UN agencies and other community-based organizations for project implementation
- Ensure excellence gender & protection implementation in terms of impacts, reporting & timeline
- Maintain gender communication with stakeholders at all levels
- Support in organizing gender & protection workshops, seminars and activities on internally displace people, international refugee law and protection issues
- Support in proposal development, design and writing by identifying strengths and gaps in gender
- Facilitate gender information sharing in multi-sectorial projects implementation ensuring gender mainstreaming in all project activities age, sex and diversity
- Maintain donor relation and partnerships with cluster members for effective intervention planning, coordination and timely response
- Regularly update gender standard operating procedures basing on gender current contextual analysis

Job requirements

- Bachelor degree in gender studies, international development, development studies and other relevant field study.

