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Vacancy Announcement: Roving Project Officer-Agribusiness, Rumbek, Lakes State

Norwegian People's Aid (NPA) South Sudan is an International Non-Governmental Organization involved in humanitarian relief and long-term development cooperation in South Sudan. NPA has worked in South Sudan since 1986 and currently runs three programmes: Civil Society Development, Rural Development, and Emergency Response.

NPA wishes to recruit a highly competent, proactive and self-driven individual (**South Sudanese National Only**), for the position of **Roving Project Officer, Agribusiness** to be based in Rumbek, Lakes State. The contract for this position is Definite Contract with possibility of extension based on performance and funding.

Purpose of the Position:

Roving Project Officer – Agribusiness (Agro-enterprises, Markets and Value Chains) position is responsible for technical guidance of agribusiness groups/enterprises, providing oversight and guidance during business plan development and related training. The PO is also responsible for implementing project activities, including developing, organising, delivering, distributing inputs, training beneficiaries and reporting. The Project Officer will be expected to update the work plan, timetables and schedules and prepare reports (Weekly, Monthly and Quarterly).

Duties and Responsibilities:

1. Project Implementation and Planning [60%]

- Providing strategic support in a wide variety of areas, including value chain development and upgrading strategies, improving access to agricultural inputs, agricultural extension, marketing, and peri-urban garden plot development;
- Oversee the efforts of agricultural programs in the counties implementing the IFSREH project, mainly focusing on agro enterprises development and upgrading;
- Facilitate market-driven linkages between agribusiness producers, wholesalers, processors, and markets within counties of Yirol West, Cueibet, Wulu, Yirol East, Yirol West, Rumbek East as well as Terekeka and Bor South.
- Plan, organise and execute the implementation of Agribusiness related project activities in line with the project documents
- Manage the accountability for all expenditures as per the approved budgets.
- Facilitate agribusiness-related logistics, finance and administrative aspects of the project following NPA rules and procedures.
- Facilitate discussions and planning processes within the project/program and partners.
- Participate in the development of project proposals through the provision of technical expertise using standard formats.
- Ensure achievement of implementation targets as well as monitoring and evaluation indicators.
- Prepare project budgets following the donor and NPA requirements.
- Develop/adapt training materials for the training of beneficiaries
- Participate in capacity building of project staff, beneficiaries and partner organisations through suitable training activities identified and recommended after conducting the capacity assessment.
- Support the training manual design and development for different beneficiary groups.

2. Monitoring and Evaluation [10%]

- Participate in internal and external monitoring and evaluation exercises.
- Conduct regular field monitoring visits to project sites.
- Capture and share project significant change stories.
- Conduct regular field visits to IFSREH project sites located in the eight targeted counties to provide hands-on technical assistance and monitoring of project activities and implementation;
- Provide capacity-building support and mentoring to agribusiness Component staff, including field-based staff in the eight counties offices and other field locations as required.
- Supervise visits, monitor and report on activities done by the partner organisation.
- Participate in baseline surveys and appropriate assessments and submit reports for necessary actions.

3. People Management and Supervision [10%]

- Carry out needs assessment, project evaluations in liaison with the relevant Managers and other stakeholders.
- Conduct staff performance appraisals to enhance employee productivity and development.
- Provide capacity-building support and mentoring to agribusiness Component staff, including field-based staff in the eight counties offices and other field locations as required.

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4. Reporting [10%]

- Provide regular internal reporting to the Team Leader/Deputy Head of Sub Office and other team members, using standardised tools and formats such as the Project Management Framework.
- Prepare and submit timely progress and technical evaluation reports (quarterly, bi-annual or otherwise specified and as per the donor requirement). This will include the collection of accurate data on project results and objectives, supported by appropriate information and analysis.

5. External Relations [10%]

- Meet and liaise with relevant Ministry of Agriculture and fisheries staff, County Agriculture Coordinators, NPA consultants, the private sector, and other donors working in agriculture to ensure synergies are created, and resources are leveraged;
- Attend relevant meetings, technical working groups, conferences, etc., to share knowledge, coordinate programs, and promote the IFSREH project's work support, facilitate or undertake communication and liaison activities to actively consult and involve beneficiaries, key informants, actors, partners and stakeholders in all stages of project design and implementation
- Cultivate good relations with key humanitarian actors – local and international, including government authorities and non-state actors, through regular attendance at technical meetings and bilateral meetings.

6. Any other duties that the supervisor may request and assign.

Required Qualifications:

Diploma in Agricultural Economics / Agribusiness or Entrepreneurship

Experiences:

3-5 years of relevant experience in a similar with INGO

Competences:

- Project management skills
- Teamwork and Interpersonal skills.
- Communication skills.
- Report writing skills.
- Analytical skills.
- Computer skills.

Additional Considerations:

- The Roving Project Officer will abide by Norwegian People's Aid (NPA) **Code of conduct** which aims at preventing all types of misconducts which include **corruption, fraud, sexual exploitation & harassment, bullying, violence and child exploitation.**
- Also, the Roving Project Officer will abide by NPA's **Safeguarding policy** which also aims at protecting all people from harm, preventing and responding to harm caused by sexual exploitation, abuse or harassment in and outside the workplace.

NPA South Sudan is an equal opportunity employer. In making employment decisions it does not discriminate based on gender, ethnicity, religion or political affiliation.

Qualified Women are highly encouraged to apply.

Application and CV/resume with active contacts and three professional referees and copies of academic transcripts should be submitted to: recruitment-rss@npaid.org

Hard copy applications and CVs/Resume can also be delivered to NPA field Office in Rumbek.

Applications submitted after 12:00 noon on Tuesday 15th August 2023, will not be considered.

NB: Submitted copies of academic transcripts will NOT be returned to the applicant



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