



### Job Advertisement

**POSITION:** Project Officer - Solid Waste Management

**LOCATION:** Juba

**STARTING DATE:** ASAP

Tearfund is a Christian international relief and development agency working globally to end poverty and injustice, and to restore dignity and hope in some of the world's poorest communities.

Our vision is to see all people freed from poverty, living transformed lives and reaching their God –given potential by:

- Envisioning churches to embrace their calling to address poverty and injustice
- Developing communities and building resilience, sustainably and holistically
- Changing unjust policies and practices to deliver justice for poor communities
- Enabling communities affected by disaster and conflict to recover quickly and be better equipped to face future hazards.

We are committed to developing experts who are inspired, resourceful, courageous, compassionate and equipped. If you are interested in working with us, take time to look around our website and discover more about our unique organisation.

Tearfund South Sudan Programme is looking for a suitable South Sudanese candidate to fill in the position of **Project Officer - Solid Waste Management** to be based in **Juba**.

#### 1. JOB OVERVIEW

As part of the Program team in Juba, the responsibilities include facilitating a baseline study to better understand the context that will inform a bespoke response to the problem of waste management in Juba. Targeted beneficiaries will be trained on strategies to recover plastic bottles and other plastic materials. Tearfund will broker relationships and linkages between private sector companies with micro-entrepreneur plastic collectors sector to ensure transformation of plastic waste into paving tiles commercial products. Additional support will be given to ensure the micro-entrepreneur plastic collectors have marketing skills for the commercial waste management by products.

Support capacity building of waste collectors, and linkages with public health and environmental health sensitisation and awareness creation will help to ensure that there is transfer of skills and capacity beyond the project implementation period. By delivering triple wins for affected communities living in abject poverty in Juba through improved environment (including reductions in plastics within water bodies in Juba), improved health and wellbeing, and improved livelihoods and income generation capacity, the project will provide durable and innovative solutions to the problem of plastic waste management in South Sudan. Working with and through local government structures and the local municipality will create sustainable solutions to plastic waste management health and environmental threats that affect poor and underserved communities in Juba.



Lead the project to bring together the unemployed women and youth population from across the ethnic and political divide, and empower them with social cohesion skills through the local faith actors. Working together on waste management and livelihoods issues will foster relationships among the women and youth in Juba County.

## 2. POSITION IN THE ORGANIZATION

- Grade: B1
- Reports to WASH Advisor
- Liaises closely with senior colleagues mainly Food security livelihood and resilience advisor, Finance/HR Officer, Logistics Officer and the government and local leadership – the Payam administration Boma Chiefs at Boma level and the other Committees at the recycling facility level created and working with within Juba and in particular within the Tearfund working Payams

## 3. Tearfund's Christian culture

We believe that prayer and discernment is fundamental to Tearfund achieving its mission of restoring relationships, ending extreme poverty and transforming lives. As a Tearfund staff member you are expected to:-

- Engage with Tearfund Prays and the Prayer hub
- Lead or participate in spiritual sessions of prayer and biblical reflection within your group
- Be committed to Tearfund's Mission, Values and Beliefs statement and to be actively working and living in accordance with Tearfund's Christian beliefs and theology of mission
- Maintain your own spiritual development, discover your gifts/callings and grow in discipleship

## 4. Organisational requirements

- All staff are expected to live out Tearfund's values as they represent Tearfund externally
- All post-holders are expected to fulfil their personal objectives set by their line manager, contribute to their team's overall objectives, take responsibility for reviewing their ongoing personal development and maintain an awareness of Tearfund's strategy.
- All Tearfund staff share responsibility to promote and maintain a strong safeguarding culture, including identifying the key actions they should take given their role and responsibilities.

## 5. Key Responsibilities

### 5.1. Programme Strategy

To establish a sustainable recycling centre in Juba and provide Green income opportunities for women and youth

### 5.2. Project / Support function management

- To the WASH advisor in the establish a sustainable recycling centre in Juba and provide Green income opportunities for women and youth
- lead implementation of the solid waste management pilot project including supervision of the 50 plastic waste collectors
- Set up the machinery and processes are required to meet market plastic grade
- Support the WASH Adviser develop specific Action Plans for Juba Office WASH Activities in line with the WASH Strategy and the funding requirements.
- Prepare bills of materials and quantities on all construction works for the approval of the WASH adviser
- Establish a market for recycled plastic in Juba
- Coordinate, implement and support sanitation activities of the WASH
- Perform technical assessments and support households on pit latrine site selection and construction.



- Assist the Wash Adviser, in collaboration with community representatives, to undertake detailed analysis and redesigning locally appropriate project activities.
  - As requested, participate in sector meetings and evaluations with other agencies and government departments working in the WASH sector and advocate to ensure integration between water, sanitation and health sectors in accordance with the WASH strategy.
  - Participate in project evaluations and assist in the analysis of results to assess project impact and effective use of resources.
  - Assist the Wash Adviser to ensure the timely compilation of situation updates, project and monthly narrative reports for field and Head Office management, in accordance with required reporting formats, both internal monitoring and for funding reporting purposes.
  - Develop and ensure appropriate (to the specific community and geographical area) sustainable options and methods are used and taught to the community and government at all levels, in liaison with the Wash Adviser.
  - Implement design and system modifications as appropriate for the continual improvement of the programme in terms of design, methodology and implementation to ensure quality projects are delivered to the communities.
- 5.3. **Corporate policy and compliance**
- Contribute towards the promotion and adherence to Tearfund Purpose, Core Values and Operating Principles.
  - Undertake all activities in accordance with internal management systems, operating procedures and policies, and monitor field-based work to maintain compliance.
  - Establish record keeping and reporting procedures for all WASH and Livelihood activities (including specific logistical and financial aspects) in liaison with the Wash and FSL Adviser
  - Assist the WASH Adviser to ensure all aspects of project operations are compliant with the legal, contractual and statutory requirements.
  - Develop and maintain an effective filing system for storing project documentation and records and project monitoring systems in accordance with Tearfund standard procedures and as developed in the field location.
  - Assist in the development of procurement plans for WASH activities and liaises with Wash Adviser and the Logistics Officer to ensure timely procurement of materials and equipment to the field location in accordance with Tearfund Manual for Logistics.
  - Assist the Wash Adviser to develop systems and measures to monitor procurement process and effective store management.
    - Assist the Wash Adviser in managing detailed sector budgets in accordance with funding grants being implemented in fulfilment of funding specified activities, outputs and objectives.



- Assist the Wash Adviser in monitoring sector expenditure, understanding variances and taking corrective actions.
  - Ensure that activities are carried out in accordance with signatory codes of conduct and accepted good practice and seek guidance from Wash Adviser where unclear of current best practice.
    - Assist the Wash Adviser to identify key lessons learnt from project reviews and evaluations and submit brief reports to Wash Adviser to ensure knowledge sharing.
    - Encourage learning from sector staff and identify case study themes / issues from project experience for analysis, dialogue and possible formulation into emerging best practice and policy.
- 5.4. Team management**
- Providing supervision, guidance and monitoring of project field personnel.
  - Ensure that staff understand their individual and collective responsibilities for safety and well being.
  - As required conduct regular performance reviews, including 6-monthly performance appraisals, and encourage the personal development of each individual (including personal development plans and the identification of training needs) within the WASH sector and ensure input from the Wash Adviser.
  - Ensure that staff respect local cultural and gender sensitivities and other cross cutting issues such as HIV and conflict sensitivity and that these aspects are fully integrated into the project work plans and activities.
  - Ensure detailed records are kept and analysis made of work-related injuries, accidents, security incidents and fatalities to project staff.
  - Promote the conditions for effective teamwork and commitment to Tearfund values and operating principles.
- 5.5. External representation**
- Build positive working relationships with local communities, administrations, leaders working with the project.
  - As required attend inter-agency coordination meetings, workshops, conferences and sector coordination meetings as required.
  - Keep informed of sector developments and key initiatives.



Part 2 – Person specification

Job title: Project Officer - Solid Waste Management

	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> <li>Degree in environmental studies, Public health,</li> </ul>	<ul style="list-style-type: none"> <li>Masters or Advanced studies in related fields.</li> <li>Other related training in solid waste value additions</li> </ul>
Experience	<ul style="list-style-type: none"> <li>3 years experience in waste management</li> <li>Experience in integrating WASH and FSL (Livelihood activities) in project implementations</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of solid waste management</li> </ul>
Skills/Abilities	<ul style="list-style-type: none"> <li>Training on waste management or recycling options and or value addition to solid waste.</li> <li>strong coordination skills</li> <li>Good written English</li> <li>Community mobilization skills</li> <li>Participatory rural appraisal(PRA) skills</li> <li>Computer literate</li> <li>Ability to lead, participate and facilitate in collective staff prayer and bible studies</li> </ul>	
Personal Qualities	<ul style="list-style-type: none"> <li>Committed Christian who recognises Jesus Christ as their Lord and Saviour</li> <li>Committed to Tearfund's Mission, Values and Beliefs</li> </ul>	
<b>OTHER COMMENTS:</b> <ul style="list-style-type: none"> <li>All roles require a DBS/Police check</li> <li>Tearfund is a member of the <u>SCHR Misconduct Disclosure Scheme</u></li> <li>Personal identification information will be submitted against a Watchlist database to check against criminal convictions as a counter-terror measure</li> </ul>		

**How to Apply:**

If you believe you are the candidate we are looking for, please submit your CV and cover letter **only in English** as well as Tearfund application form- which can be collected from the HR Department at Tearfund office, Located in Leikor Boma, Kangpo I Payma detailing your experience for the post and include your daytime telephone contact. Applications online can be submitted to [southsudan-recruitment@tearfund.org](mailto:southsudan-recruitment@tearfund.org) The subject matter of your email should be the title of the job you are applying for.

Closing date for receiving applications is **17th December 2021 2021 at 5:00pm.**

**NB:**

- Female candidates are strongly encouraged to apply
- Only short-listed applicants will be contacted for interviews
- Applications once received are not returnable
- Contract period for this position will be Nine (9) months and can be extended subject to available programme funding.
- Due to the urgency of the position, applications submitted will be shortlisted on a rolling basis, should there be suitable candidates, the position may be filled before the deadline for applications.

