



Plan International South Sudan
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Approved by
Inspector of
Labour

[Signature]
31/05/2024

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 Manager – Based in Renk"**.

No. of Vacancies – One (1) Position

Job Title:	Project Manager (Action Research on Violence Against Women and Girls Projects)
Grade:	15
Tenure	12 Months
Department	Programme
Reports to	PIA Manager
Location	Renk – Upper Nile State

Purpose of the Role:

The Project Manager- Action Research on Violence against Women and Girls project will coordinate piloting the project interventions while working with the researchers and other stakeholders. The job holder will report to PIA Manager

Key End Results and typical Responsibilities:

- Responsible for coordinating and ensure consistent engagement on CPiE project implementation in Renk & Malakal
- Supervise and mentor project staff and volunteers to ensure timely and quality implementation and monitoring of the project activities;
- Coordinate the partnership with partners in the implementation, planning and monitoring of activities to ensure quality delivery of the project.
- Support in orientation and ongoing trainings for staff, volunteers and community representatives on different topics of gender-based violence, safeguarding and PSEA



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- Responsible for the development of all narrative and financial report of the project (with support from Grants Accountant and finance department and technical review by thematic leads) in line with donor and Plan's requirements.
- Track and manage project expenditure including monthly budget forecasting and budget revisions.
- Support resource mobilization efforts of proposal writing and related engagement.
- Work closely with Monitoring and Evaluation team to ensure that Monitoring & Evaluation to pilot the interventions as recommended by the researchers.
- In collaboration with M&E specialist, Communications Manager and thematic lead, develop project briefs, lessons learnt and best practice documents that could feed into new projects idea
- Establish structures to support feedback from beneficiaries and partners especially on safeguarding and protection/GBV issues.
- Ensure the representation of Plan international in coordination protection cluster and Gender-Based Violence (GBV) & CP sub-cluster as well as strengthen cross sectoral collaboration for effective support to children and young people.
- Promotes and abides by Plan policies and procedures including but not limited to: Gender equality mainstreaming, CPiE, Safeguarding Policy; Code of Conduct, PSHEA and the related mandatory reporting responsibilities. Ensure that safeguarding children and young people policy, code of conduct, standards are understood and met
- Work with other field staff/volunteers and partners to ensure program activities are well implemented and monitored.
- Any other tasks required.

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
- Handling conflicting priorities and ad-hoc requests from various stakeholders in the best interest of the organisation.
- 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 Competencies

- Align work priorities and resource deployment in own area with Plan International's wider goals and longer-term direction.

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- 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.

Communications and Working Relationships:

Internally;

- Field Coordinator
- Leaders of Peace Project Manager
- Gender and safeguarding advisor,
- Project Staff
- Logistics/Procurement/Finance/HR staff
- Visiting National Offices and Donors staff
- Other Plan staff

Externally;

- International/national and state institutions, agencies, clusters and donors
- Children and their families
- Government and members of the communities
- Other partners

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

Knowledge

- University degree or above in social science, Law, economics, public health, disaster prevention, preparedness and humanitarian response, nutrition, developmental studies, or related field.
- A minimum of 5-7 years' work experience in programme management, monitoring and evaluation with focus on GBV programming;
- Experience in project and team management;
- Demonstrated ability to assess, supervise and co-ordinate technical work in GBV prevention and response in humanitarian setting;
- Experience in conducting needs assessments and programme design;
- Proven experience of budget management and ability to develop project catch up plans and expenditure
- Experience in partnership management
- Demonstrated strong management, coordination, teamwork and planning skills with proven ability to function effectively with multiple counterparts in private, public and NGO sectors.
- Experience in implementing/coordinating research programs
- Experience in working with children and young people especially adolescent
- Experience in building relationships, fostering interagency coordination and experience of representing an organisation to external parties.
- Fluent in English (both oral and written). Working knowledge of local Arabic and/or other local languages will be an added advantage.

Skills

- Representation and leadership skills.
- Excellent analytical, negotiation, conceptual and strategic thinking skills.
- Excellent writing skills, for both research and communication purposes.
- Good interpersonal skills

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

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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

- 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:

- Low 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.

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Application Submission Guideline:

All applications marked on the right-hand corner of the envelope “**Application for the Position of “Project Manager – Based in Renk”**” should be addressed to:

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

All Applications letters in hard copies should be hand delivered to plan international Office in Renk only. Or you can send your application documents via this email: hr.SS@plan-international.org

The closing date for receipt of applications is before close of business on **Wednesday, 19th June 2024.**

Note: Applications submitted are non-returnable.

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