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Approved by  
Inspector

24/8/2021

**STAND / FOR THE VULNERABLE**<sup>TM</sup>

World Relief South Sudan  
Hai Cinema P.O. BOX 41  
Juba, South Sudan

[www.worldrelief.org](http://www.worldrelief.org)



Job Title: Project Coordinator – SCOPE Project.

Reports to: SCOPE Technical Coordinator

Location: Ibba County – Western Equatoria State.

### POSITION SUMMARY

Reporting to the SCOPE Technical Coordinator, the Project Coordinator will ensure that all project related activities implemented by World Relief South Sudan in Ibba County and contribute significantly towards the reduction of preventable maternal health and child morbidity. The Project Coordinator will work with the Area Coordinator, SCOPE Project Manager, M & E Officer, Supervisors, Community Health Workers, SFL staff and the Church Network Committees to ensure coordination of activities in Ibba County. She/he will also assist in the coordination of project activities and resources including personnel and ensure achievement of project deliverables within agreed timeframes.

### SPECIFIC FUNCTIONS

- Facilitate the development and implementation of project plans and budgets in collaboration with Area Coordinator, SCOPE Technical Coordinator, Project Manager, Project Supervisors and M&E staff.
- Coordination of field level human, financial and material resources of the project to ensure efficient resource allocation and utilization for all components.
- In liaison with the Area Coordinator, SCOPE Technical Coordinator, Project Manager and M&E officer, facilitate monthly project technical reviews and planning meetings with the project supervisors.
- Coordinate with the M&E Officer / Area Coordinator, SCOPE Technical Coordinator and Project Manager in the review and consolidation of periodic project reports from project supervisors and ensure timely submission to Juba, Home Office and donor.
- Maintain close links with the appropriate Government Departments and other organizations (including NGO's) implementing health related projects in Ibba County to ensure complementarity and avoid duplication of efforts.
- Provide overall supportive supervision of all training events conducted by the project.





- Provide training and guidance for project supervisors and other field level personnel to stimulate active participation of care givers of under five children in project activities.
- Supervise and train project teams in target areas in the high impact areas.
- Assist in the organization and undertaking of all aspects of visits by the all stakeholders.
- Ensure integration of the project activities with maternal health related interventions, Savings for Life and Integral Mission initiatives in Ibba County.
- Undertake any other activities relevant to the project as requested by the Area Coordinator, SCOPE Technical Coordinator or Project Manager.

### **QUALIFICATIONS, EXPERIENCE AND SKILLS**

- Diploma/Bachelor's degree in Nursing/Public Health/Rural development.
- At least a minimum of three (3) years practical experience in health dealing with communities.
- Good working experience in Community mobilization and participatory rural appraisal.
- Good budgeting and reporting skills.
- Strong interpersonal and communication skills
- Computer literacy.
- Commitment to World Relief values.



### **Application Requirements**

Applicants desiring consideration for this position submit the following:

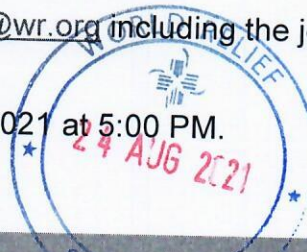
- Application letter, expressing your motivation for the position you are applying For
- Current CV, copies of Diplomas, Bachelor and Certificates, including Nationality Certificate.
- List three Former Supervisors who can serve as job references one of whom should be from the church with their valid email addresses and contact numbers.

Interest potential candidate should submit the above items and the application in any one of the following ways:

Submission to the World Relief Juba Office in Hai Cinema Tender Box as well

Online submission by email to [WRSSRecruitment@wr.org](mailto:WRSSRecruitment@wr.org) including the job title in the subject line.

Applications must be received by 21<sup>st</sup> September 2021 at 5:00 PM.



Applications will be reviewed as they are being received and only shortlisted candidate will be contacted.

