



Advertisement for Team Leader-Yirol

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.

The NPA Rural Development Program wish to recruit a highly competent, proactive and self-driven individual **(South Sudanese National Only)**, for the position of **Team Leader** based in Yirol.

The contract for this position is Definite Contract with possibility of extension based on performance and funding.

Purpose of the Position:

Reporting to the Head of Sub Office Rumbek, the Team Leader will be responsible for providing leadership in the planning, implementation, monitoring and evaluation of the Global Network Against Food Crises Partnership Programme: Country Investment South Sudan - Resilient Pastoral Livelihoods and Education Project. The project will be implemented in 12 cattle camps located in Yirol East, Yirol West, Awerial and Terekeka counties respectively. The overall objective of the project will be to improve the livelihood security of pastoral households while enhancing institutional capacity and community level empowerment to mitigate and prevent shocks, and deliver integrated pastoral services. The Team Leader will be responsible for development of work plans, activity implementation, managing the accomplishment of target results, overseeing project budget and monitoring to ensure that project implementation is in compliance with all NPA and donor funding conditions, rules and regulations. Furthermore, the Team Leader will be expected to ensure effective liaison between NPA and other INGOs, NNGOs, CSOs, Local Authorities and visiting donors and stakeholders at the local level. The position will also provide direct oversight to project activities funded by NORAD and the EU in Yirol.

The position is based in Yirol with significant travels to field sites in Awerial and Terekeka counties respectively.

Duties and Responsibilities:

Project Planning and Activity Implementation [35%]:

- Ensures that the project is implemented under the guidance of the project proposal and the needs and capacity of the participating communities in the target areas.
- Ensures that project staffs effectively monitors activities and prepares reports in a timely manner to track the progress of the interventions.
- Review and modify project detailed implementation plan in accordance with timing realities and information generated for the procurement of livelihoods inputs.

- Provides technical oversight and leadership to the livelihoods components of the project (agriculture, seed support and IGAs).
- Ensures that the project is implemented under the guidance of the project proposal and the needs and capacity of the participating communities in the target areas.
- Ensures that project staffs effectively monitors activities and prepares reports in a timely manner to track the progress of the interventions.
- Participates in internal and external monitoring and evaluation exercises.
- Conducts regular field monitoring visits to project sites.
- Captures and shares project significant change stories.

Management and administration [25%]:

- Manages the Yirol sub-office, including administrative and personnel issues, and ensures that relevant strategies, policies and routines are followed.
- Provide leadership, advice and support to NPA staff in Yirol and ensures that the team works within NPA's principles and core values.
- Contribute to the overall internal controls of NPA and ensures that the emergency projects operating from Yirol adheres to NPA Anti-Corruption Policy, and secures timely and correct reporting of incidents of mismanagement and corruption.
- Responsibility for management of project personnel, as well as all support staff.
- Ensures that NPA's HR policy, code of conduct and national laws within the Country are followed at Yirol sub-office.
- Assist in staff recruitment in coordination with program management and the human resources department.
- Carries out regular staff mentoring and performance appraisals for all project and support staff, in order to enhance employee productivity and development.
- Identifies training needs of staff and coordinate with the HoS/PM to address staff development needs.

Financial and administrative responsibilities [15%]:

- Responsibility to ensure that administrative procedures supporting projects activities in Yirol and to a lesser extent Awerial and Terekeka are in line with NPA guidelines and donor requirements, in close collaboration with finance support staff in Yirol and Rumbek and Finance department at the NPA country office in Juba.
- Ensures that all financial policies and regulations relating to cash flow management, expenditure controls, cash management, accounting information, advances management put in place for the management and control of funds are followed by the staff and partners.
- Responsible for accountability and transparency in the implementation of approved budgets; ensuring that all expenditures (impress, salary/incentive payments and other monies) are presented in a timely and in proper order.
- Prepares cash projections on a quarterly basis for attention of the PM in disbursement of funds.
- Reviews project budget and initiate actions for purchases of goods and services with adequate information and specification for budgeted items ensuring that proper accounting instructions are provided in the purchase order forms and follows up with the procurement unit.
- Ensures that NPA has good logistical systems including property and asset control, through close collaboration with the logistical department in Juba and the logistical staff in Yirol.

Reporting and External Relations [15%]:

- Ensures that project staffs effectively monitors activities and prepares reports in a timely manner to

track the progress of the interventions.

- Provides regular and timely updates on progress and challenges to Programme Manager and other team members on as per need basis.
- Represents the project to local stake holders and ensures that these are fully appraised of project activities including staffing, choice of project areas as well as expected project outcomes.
- Liaises with technical counterparts in government and humanitarian organizations and participate in donor liaison.
- Ensures good working relationship with the local authorities and communities, UN, international and local organisations, and other relevant actors.

Safety and security [10%]:

- Responsible for implementing NPA security procedures, and reports to Program Manager Rural Development and security management team in Juba in accordance with safety and security guidance of NPA.
- Ensures that security, emergency preparedness and emergency assistance plans for Yirol are in place, up to date, and responding to relevant risk and context analyses, in close collaboration with the Program Manager Rural Development and the Logistics/Safety and Risk Manager.

Key Performance Indicators (KPIs)

1. Timely and accurate preparation of work plans.
2. Timely preparation and submission of progress reports.
3. Regular partnership training, mentoring and coaching.
4. Implementation of activities as per work plan.
5. Accurate and timely reports.

Desired Qualifications:

- A minimum of a Bachelor's Degree in Social Sciences, Development Studies, Agriculture or any relevant field. Master's degree would be an added advantage.

Experience:

- At least four (4) years' experience in relief/humanitarian and developmental work.
- Relevant experience (at least 1 year) supervising livelihoods related programming.

Other Qualifications:

- Good understanding of development and emergency response issues, in the area of food security and livelihood, animal science and agronomy.
- Experience of developing, maintaining and improving relationships with local governments, UN Agencies, local and international NGOs.
- Diplomacy and Confidentiality.
- Computer literacy skills – MS Office applications, word, excel, PowerPoint, Spread sheets etc.
- Strong analytical skills, proven proposal writing skills.
- Good communication (written and verbal) skills in English.
- Strong interpersonal and excellent organisational skills.

Personal Competencies:

- Good communication-, networking- and interpersonal skills
- Ability and readiness to work under pressure and deal with difficult and complex conditions
- Ability and willingness to work and live under difficult circumstances
- Analytical, systematic and structured.

NPA South Sudan is an equal opportunity employer. In making employment decisions it does not discriminate on the basis of 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 emailed to: recruitment-rss@npaid.org

Hard copy application and CV/Resume can also be delivered to the NPA South Sudan Head Office, Martyrs Street (opposite UNICEF) Juba, or to NPA Yirol Office

Applications submitted after 12:00 noon on Thursday 22nd August 2019, will not be considered.

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