



Gudele, Hai Peace Residentia Area, Plot Nos. 512 & 513, Block III, Juba City, South Sudan

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Date: 22nd May 2025

Job Advertisement

Title	Skills Development Officer
Number of Position	One (1)
Work Time	Full Time Position (100%)
Location	Bor
Application deadline	11 th June 2025

Background

STEWARDWOMEN is an indigenous South Sudanese women-led organization founded in 2009 to address the problems of sexual and gender-based violence; lack of access to justice by women; lack of participation of women in leadership and decision-making and poverty among others. It is registered as a not for profit non- governmental organization with the government of South Sudan in 2009. Our vision is a South Sudanese society "free from the violations of the human rights of women and children". Our mission is "to develop, shape and empower South Sudanese women to advocate for policies that foster equal economic opportunity and secure human rights for women and children". Our 2024-2026 strategic intervention areas are 1) access to justice; 2) legislation and law reform; 3) psychosocial support to GBV survivors; 4) protection of adolescent girls in schools; 5) women leadership and empowerment; 6) governance/peace building.

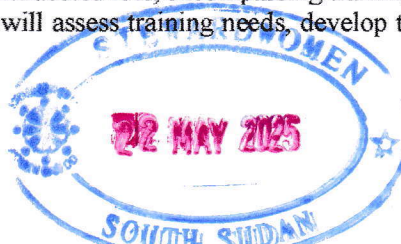
The Global Survivors Fund ("GSF") was launched in October 2019 by Dr Denis Mukwege and Nadia Murad, Nobel Peace Prize laureates 2018. Its mission is to enhance access to reparations for survivors of conflict-related sexual violence around the globe, thus responding to a gap long identified by survivors. GSF acts to provide interim reparative measures (IRM) in situations where states or other parties are unable or unwilling to meet their responsibilities. GSF advocates for duty bearers as well as the international community to develop reparations programmes. It also guides states and civil society by providing expertise and technical support for designing reparations programmes. GSF's survivor-centric approach is the cornerstone of its work.

With support from Global Survivors Fund (GSF), STEWARDWOMEN is implementing a 3 years' project titled "Interim Reparative Measures (IRM) for survivors of conflict-related sexual violence in South Sudan". GSF's mission is to enhance access to reparations for survivors of conflict-related sexual violence around the globe, thus responding to a gap long identified by survivors. GSF's survivor-centric approach is the cornerstone of its work.

STEWARDWOMEN therefore invites suitably qualified, mature and disciplined South Sudanese that share the vision and mission of the organization to fill the position of Skills Development Officer. The Skills Development Officer will work under the supervision of the Project Manager.

Role Summary

The Skills Development Officer will have a multifaceted role, encompassing training design, delivery, and ongoing support for business owners. He/she will assess training needs, develop training materials, and conduct training sessions in-person



The key duties and responsibilities of the post-holder are;

1. Identifying the specific skills and knowledge gaps of individuals and groups to tailor training programs effectively.
2. Developing, engaging, inclusive, and appropriate learning materials and activities for training sessions.
3. Conducting training sessions through workshops, or through blended learning approaches using appropriate and varied learning modalities like visual, demonstrations and hands on activities that take into consideration the needs of adult learners with different formal educational levels or no education background.
4. Providing ongoing support to individual business owners or groups, including business plan development, access to resources, and follow-up visits.
5. Establishing connections with local businesses, entrepreneurs, and other relevant stakeholders to facilitate employment opportunities and feedback.
6. Promoting the value of entrepreneurship and micro-finance to encourage wider participation.
7. Financial literacy training and ensuring proper use and administration of any cash support provided individual business owners.
8. Developing VSLA training materials and actual delivering of VSLA training to the business owners.
9. Providing technical support to VSLA groups, ensuring they operate according to standard practices.
10. Deliver life skills training sessions, ensuring they are engaging, interactive, and relevant to the needs of the trainees.
11. Facilitating connections between individual business owners or groups and Savings and Credit Cooperative Societies (SACCOs) and Micro Financial Institutions (MFI).
12. Contributing to knowledge management and sharing lessons learned across livelihoods-related programs.
13. Tracking trainee business progress and providing feedback to improve performance.
14. Preparing monthly progress reports and providing analysis and recommendations on training effectiveness.

Position requirement

1. Minimum Diploma in Business Administration, Entrepreneurship or related field 2-3 years of experience in organizing and implementing skills training activities.
2. Excellent business development, entrepreneurship, financial literacy skills and life skills training.
3. Strong ability to work independently, organize work, meet deadlines, maintain composure, prioritize work under pressure, coordinate multiple tasks and maintain attention to detail.
4. Excellent interpersonal and problem-solving skills, negotiation, creativity and flexibility.
5. Fluency in English, Arabic and local languages of Bor County required.
6. Ability to work with and motivate people at all levels of an organisation.
7. Excellent verbal communications skills and the ability to present to large groups.
8. Good knowledge on principles of survivor-centred approach and prior experience of working with CRSV survivors
9. A flexible approach to work.
10. The ability to offer new ideas and ways of working.
11. Effective organisational and planning skills, as well as the ability to multitask in order to effectively manage training schedules and meet deadlines.
12. An eager personality and a proactive approach to work.

Application Procedure:

The position is strictly reserved for South Sudanese nationals. If you meet the above job requirements, send your application with CV (maximum 2 pages) including contact details of 3 professional referees through our email: stewardwomen.jobs@gmail.com. Or hand delivery to STEWARDWOMEN Bor Field Office, located in Bor town, Block III, adjacent to the catholic church.

Address your application to: The Human Resource and Administration Officer, STEWARDWOMEN. Only shortlisted applicant will be contacted.

