

Career Opportunity at the Organization for Children's Harmony (TOCH) South Sudan.

About TOCH

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TOCH Works along the thematic areas of protection (child protection, GBV and general protection), community security & Peace building, Food Security, livelihoods and livestock, Education and live skills in four states of South Sudan.

Job title	GBV Project Officer (One stop center)
Location	Kuajok with frequency travels frequently to Gogrial West and Gogrial East of Warrap State.
Reporting to:	Project Coordinator
Contract length	12 months

Overall purpose of the Role:

The GBV Project Officer will be responsible for the day-to-day coordination, supervision, and implementation of the One Stop Centre activities, focusing on Specialized Gender-Based Violence (GBV) services, prevention and response activities in Kuajok Hospital and the surrounding areas of Warrap state. The GBV project officer will ensure quality service delivery, strengthen community-based protection structures, and support the empowerment of women and girls.

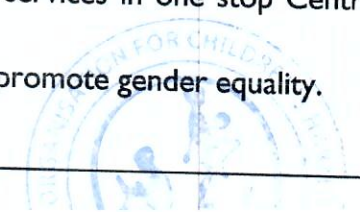
Key Responsibilities:

1. Case Management & Psychosocial Support

- Provide survivor-centred GBV case management services, ensuring confidentiality, safety, and respect.
- Supervise and support social/case workers, legal officers and medical health personnel such as doctors, midwives.
- Refer survivors to appropriate services, including health, legal, psychosocial support, mental health, safety and shelter support.
- Maintain accurate and confidential records of GBV cases using appropriate case management tools

2. Community Engagement & GBV Prevention

- Work with social/case workers and legal officers to engage with local leaders, women's groups, youth groups, and community members to raise awareness on GBV specialized services in one stop Centre, updated referral pathways and promote positive social norms.
- Organise community dialogues and outreach activities to prevent GBV and promote gender equality.





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- Support the formation and strengthening of community-based protection mechanisms.

3. Coordination & Reporting

- Work closely with the Ministry of Health, Gender, Child & Social Welfare, strategic partners and local government representatives to ensure coordinated GBV response.
- Represent TOCH in relevant GBV Sub-Cluster meetings and coordination forums at the county level.
- Prepare and submit timely reports on GBV activities, challenges, and lessons learned.
- Track GBV indicators and contribute to donor reports and internal program reviews.
- Prepare and submit weekly, monthly, quarterly and annual reports to his/her supervisor timely manner

Qualifications and Experience:

- University degree in Gender Studies, Social Work, Psychology, Development Studies, or a related field.
- At least 3+ years of experience in implementing protection (GBV) programs, especially in humanitarian or post-conflict settings.
- Strong understanding of GBV case management and psychosocial support principles.
- Experience managing WGFS or similar women-focused centres is an asset.
- Excellent interpersonal and communication skills, with the ability to engage diverse stakeholders.
- Fluent in English, Arabic and the local dialect spoken in the areas of the project.

Key Competencies:

- Survivor-centred approach
- Empathy and confidentiality
- Strong organizational and problem-solving skills
- Community mobilization and facilitation
- Teamwork and supervision

Additional job responsibilities

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Equal Opportunities

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Child Protection Policy and Protection from Sexual Abuse and Exploitation:

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This position is only for South Sudanese National

How to Apply:

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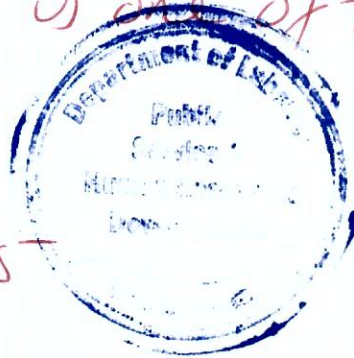
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- Females are strongly encouraged to apply
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Approved by Acting Director
of Labour, Warrap State - Kuajok
Labour Card is one of the requirements
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KIA
18/12/2025





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Job title	WASH Officer
Location	Kuajok with field travel to Gogrial West & Twic counties of Warrap state
Reporting to:	Project Coordinator
Contract length	12 months

Overall purpose of the Role:

The WASH Officer will lead the implementation of inclusive and sustainable water, sanitation, and hygiene (WASH) interventions under the integrated program. The role focuses on strengthening governance, supporting inclusive policy frameworks, capacity building, and community engagement. The Officer will work closely with local government, community structures, and other stakeholders to ensure access to equitable and inclusive WASH services.

Key Responsibilities:

1 Policy Engagement and Institutional Support

- Provide technical assistance to local government officials and policymakers on inclusive WASH principles.
- Support the drafting, review, or revision of WASH-related by-laws and policies that integrate inclusion, equity, and accountability.
- Facilitate the establishment and coordination of multi-stakeholder WASH platforms to oversee policy development and enforcement.

2. Capacity Building and Structure Strengthening

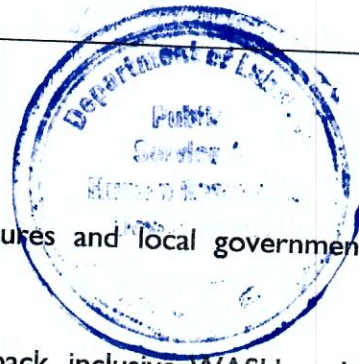
- Train newly established or existing WASH structures (e.g., WASH committees, user associations) on governance, inclusion, and sustainability.
- Train staff, local government representatives, and community structures on Complaint and Feedback Mechanisms (CFM), accountability, and WASH-related rights.





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- Strengthen linkages between community-level WASH structures and local government to improve coordination and service delivery.

3. Community Engagement and Social Behavior Change

- Conduct community awareness sessions on the right to feedback, inclusive WASH, and accountability mechanisms.
- Facilitate community dialogues, behavior change sessions, and social mobilization activities using approaches such as:
 - Community-Led Total Sanitation (CLTS)
 - Hygiene promotion campaigns
 - Community conversations on social norms and WASH practices

4. Technical WASH Support and Infrastructure

- Oversee the rehabilitation and functionality of water points, especially boreholes, in collaboration with local authorities and technicians.
- Ensure water facilities are accessible to all, including women, children, elderly persons, and persons with disabilities.
- Monitor and report on the quality and sustainability of WASH services, identifying and addressing operational gaps.

Qualifications and Experience:

- University degree in Environmental Health, Water and Sanitation Engineering, Public Health, Development Studies, or a related field.
- Minimum 3 years of experience implementing WASH programs in humanitarian or development contexts.
- Demonstrated experience in inclusive WASH programming, community mobilization, and policy support.
- Technical knowledge of water supply infrastructure, especially borehole rehabilitation.
- Experience in training facilitation, stakeholder engagement, and local governance support.
- Fluent in English and at least one local language.

Technical Skills:

- Strong knowledge of inclusive WASH principles, human rights to water and sanitation, and gender and disability inclusion.
- Practical skills in designing and facilitating CFM (Complaint and Feedback Mechanisms), community conversations, and social behavior change (SBC) interventions.
- Ability to apply conflict-sensitive, community-based, and participatory approaches in WASH programming.
- Understanding of WASH-related linkages to health, education, protection, and resilience.

Communication & Interpersonal Skills:

- Excellent facilitation, coordination, and training delivery skills for diverse audiences.
- Strong interpersonal skills and ability to build effective partnerships with government, NGOs, community groups, and donors.
- Proficient in written and verbal communication in English; fluency in local languages is an asset.





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Personal Attributes:

- Passion for community empowerment and rights-based programming.
- Strong organizational, analytical, and problem-solving abilities.
- Comfortable working in remote and low-resource environments.
- Culturally sensitive, team-oriented, and committed to inclusive development.

Core Competencies:

- Technical WASH expertise
- Inclusive and rights-based programming
- Training and facilitation skills
- Stakeholder coordination and networking
- Community engagement and accountability
- Strong analytical and documentation skills

Additional job responsibilities

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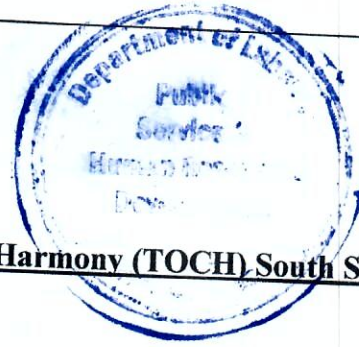
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Job title	Project Coordinator
Location	Kuajok with field travel to Gogrial West & Twic counties of Warrap state
Reporting to:	Programme Manager
Working relationship	Project Coordinator and project staffs, M&E Coordinator, Operation staffs, Logistics & Procurement

Overall purpose of the Role:

The Project coordinator is in charge of multisectoral response to GBV, Peace Building, WASH, food security and Livelihood, marketing system Development to ensure an accurate, proper, timely and high-quality implementation of the four components of the project.

The Caritas Norway and marketing system development projects are among those TOCH is implementing, funded by CAFOD & Trócaire in Partnership (CTP). This multisectoral response includes components of WASH, food security and livelihoods, protection, peacebuilding, and marketing system development in Gogrial West and Twic counties of Warrap State. CTP has partnered with TOCH since 2015, supporting projects in these thematic areas plus humanitarian emergency responses in Lakes and Warrap States

The position will be based in the Kuajok Field office, with frequent travel to the field/project locations mentioned above. The Project coordinator is responsible for the overall planning, coordination, implementation, execution, supervising staff and reporting of his/her projects. He/she is directly assigned to, and responsible for the supervision of all logistics, HR, financial and overall functioning aspects of the projects.

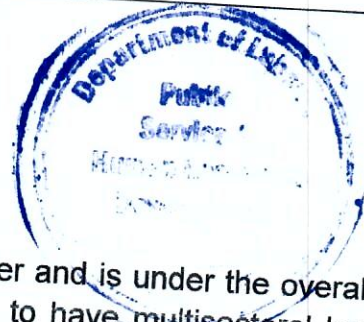
Key Responsibilities:





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Functional and hierarchical reporting lines:

The Project coordinator directly reports to the Programs manager and is under the overall supervision of the Executive Director. The Project Coordinator is expected to have multisectoral knowledge and experience within TOCH, including Food Security and Livelihoods, WASH, Education, protection, nutrition, Peace building, as well as supporting departments such as Procurement, Finance, HR and M&E. The Main tasks of this position include: Project management, Program quality, coordination/communication, monitoring, evaluation, team management and administration.

Team Management

- Ensures that daily support as well as punctual trainings are organized and provided to develop and strengthen the programmatic technical skills of the team implementing the Project.
- Encourages effective teamwork, especially on issues related to cross-sectoral collaboration.
- Promotes and encourages a culture of compliance and ethics throughout the TOCH office. As applicable to the position, maintains a clear understanding of TOCH and donor compliance and ethics standards and adheres to those standards. Communicates these values to staff and to partners and requires them to adhere to these values.

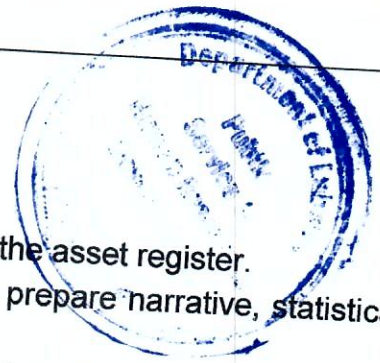
Coordination

- Coordinate all the project activities and participate in regular internal coordination meetings, in which s/he presents a detailed review of current achievements, challenges faced and options considered for the project;
- Ensure the correct flow of operational information related to her/his project within the office and also to the other departments.
- Coordinate with all the local implementing partners, relevant ministries, other NGOs, and actors in the areas, seeking possible synergies and avoiding duplication;
- Develop and maintain liaisons with relevant ministries and entities to facilitate work development progress;
- Participate or ensure appropriate representation in relevant Cluster meetings at the Local level, and that a proper dataflow/information where appropriate

Project Management

- Overseeing the planning and implementation of the project under their/responsibility through the management and supervision of the head of programs
- Prepare and present activity work plans and budgets.
- Ensure effective and efficient accountability by the implementation team.
- In collaboration with the Admin, Finance & Logistics officers, ensures the correct financial management of project funds.
- Provide budget and ensure timely accountability for the resources utilized.





- Guarantees a monthly tracking of budgets; maintains and updates the asset register.
- In collaboration with all other Departments, contributes actively to prepare narrative, statistical and financial reports for donors as required, promptly
- Guarantees a correct communication and visibility of the project (Awareness and advocacy documents) with support from the Communication Coordinator.

Project Technical Quality

- Ensure a proper and timely delivery of the project according to agreed outcomes, within budget and on time, by the project team.
- Provides technical support and guidance to the project team, to ensure an excellent level of quality of the project implemented, uniformity and compliance with the donor standards.
- Oversee the proper monitoring of the project impact, assessment of the value of each activity in terms of its contribution to expected outcomes. Discuss and validate with the program manager the proposed changes/adjustments in activities, if needed
- Ensure gender and child protection mainstreaming in all activities.

Organizational Policies

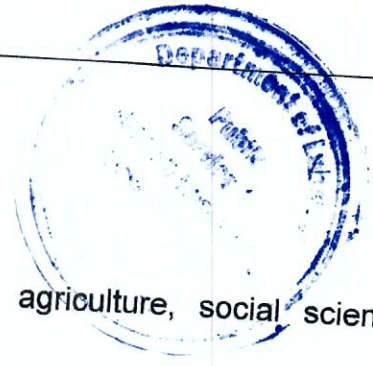
- Respects the Child Safeguarding Policy (CSP) and its principles of child protection, ensuring the policy's implementation and prompt notification of any information regarding potential breaches of the policy.
- Abides by and promotes the practices and values set out in TOCH policies and procedures, such as the Internal Regulations, Standard Operating Procedures and other policies.
- Undertake all other duties that may be requested by the line manager and that are compatible with the job.
- Enhance adherence to the organization's policies by the project team.

Professional and Personal Competencies

The Project Manager is expected to have the following competencies to fulfil his or her responsibilities and to achieve the desired results:

- Strong managerial, coordination, and communication skills, both written and verbal
- Ability to work independently with a minimum level of supervision. Integrity and honesty in the management of financial resources
- Demonstrated experience in working in partnership with local partners, experience in capacity building, training development and facilitation in areas of project implementation
- Proactive and able to take initiative
- Committed and self-motivated
- Commitment to the humanitarian imperative
- Strong understanding of gender and child rights issues
- Ability to work in a team





QUALIFICATIONS

- University degree in international development, social work, agriculture, social sciences, development studies, community development or related field
- At least 5 years of work experience in the humanitarian sector with an NGO
- At least 3 years of work experience in child protection
- Strong analytical and organizational skills
- Ability to manage financial resources with utmost integrity
- Conversant with computer packages such as MS Word, MS Excel, MS PowerPoint, the internet and some working applications (e.g team).
- Fluency in English, Arabic and the Local language.

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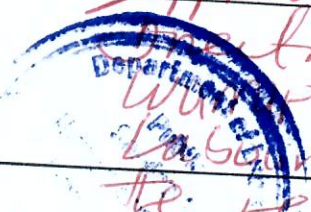
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Job title	MEAL Assistant
Location	Twic and Gogrial West Counties.
Reporting to:	MEAL Coordinator
Contract length	12 months

Overall purpose of the Role:

Reporting directly to the Monitoring, Evaluation, Accountability, and Learning (MEAL) Coordinator, the MEAL Assistant will provide vital support to TOCH field offices and project sites by coordinating the collection, analysis, and use of monitoring and evaluation data. The role aims to enhance project performance, foster organisational learning, and demonstrate the impact of interventions where feasible. The MEAL Assistant will lead the implementation of standardised MEAL activities across field projects and manage the Field Projects Information System, including data collection, entry, analysis, and timely reporting.

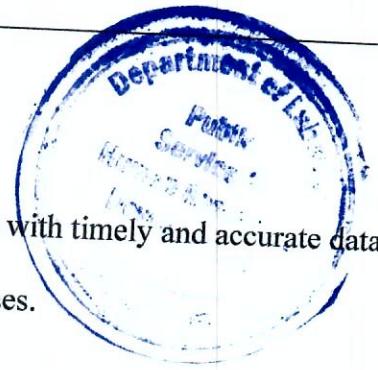
Key Responsibilities

Data Collection and Management

- Assist with data collection, entry, and management from field activities.
- Review and verify data submitted by project teams and partners monthly, ensuring compliance with internal deadlines.
- Support routine monitoring visits and participate in surveys, assessments, and evaluations.
- Assist program staff during survey planning and implementation, including logistics, data collection, and cleaning.
- Maintain project databases and filing systems for MEAL documentation.

Data Analysis and Documentation





- Support compilation of monthly, quarterly, biannual, and annual reports with timely and accurate data provision.
- Prepare simple reports, summaries, and presentations for internal purposes.

Coordination and Reporting

- Support the MEAL unit in daily operational activities.
- Collaborate closely with project teams to implement project site information plans.
- Track the implementation of action plans at the field level.
- Provide weekly and monthly updates to the MEAL Coordinator on monitoring and evaluation activities conducted.
- Work closely with program teams to ensure timely data submission and adherence to MEAL standards.
- Participate in quality of intervention monitoring alongside stakeholders and donors, ensuring data availability for program quality assessment.
- Perform other tasks as assigned by the MEAL Coordinator

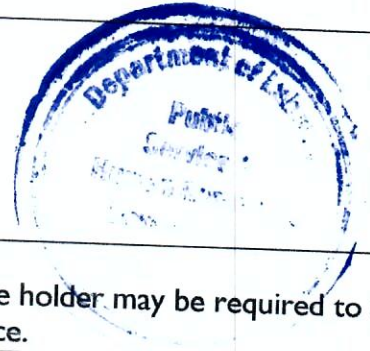
Learning and Quality Improvement

- Promote implementation of TOCH's MEAL and Monitoring for Action (MFA) standards across field sites.
- Facilitate continuous data quality improvement and encourage frequent use of data for program enhancement.
- Support community feedback and complaints mechanisms, ensuring their functionality and accessibility.
- Contribute to learning activities by documenting success stories and lessons learned.

Qualifications:

- University degree in monitoring and evaluation, Humanitarian or Development Studies, Statistics, or related fields.
- Minimum 3 years of direct, hands-on experience in monitoring and evaluation of emergency and development programs.
- Experience with humanitarian programs in NGOs and fluency in local languages.
- Proficient in MS Word, Excel, PowerPoint, internet research, and working collaboration tools (e.g., MS Teams).
- Practical experience in data capturing, analysis, reporting of indicator data, and supervision of data collection.
- Good knowledge of Office software and data collection tools like Open Data Kit (ODK).
- Strong presentation, communication (verbal and written), and diplomatic skills.
- Ability to work under pressure with minimal supervision in culturally diverse teams.
- Flexible, adaptable, and excellent at managing multiple tasks proactively and timely manner.
- Strong analytical, organizational, and teamwork skills.
- Fluency in English, Arabic, and the local language.
- Knowledge of Excel and Access databases is an advantage.





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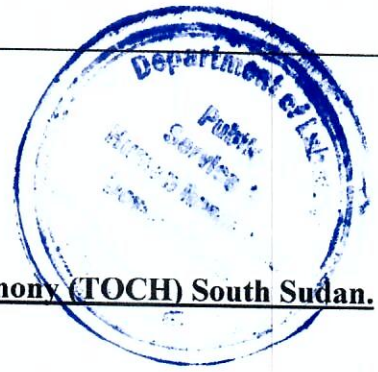
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Job title	Protection, Peacebuilding and Women Empowerment Officer
Location	Kuajok with frequent travelling to Gogrial West and Twic.
Reporting to:	Project Coordinator
Contract length	12 months

Overall purpose of the Role:

The Protection, Peacebuilding and Women Empowerment Officer will lead the implementation of protection, peacebuilding, and women empowerment components of the integrated program. The Officer will support vulnerable communities to access Gender-Based Violence (GBV) services, prevention and response Promote, advocate for protection and rights of women, conflict transformation and community reconciliation, build resilience through access to financial services, climate-smart agriculture, nutrition-sensitive farming, and business skills. The role requires close engagement with rightsholder groups, community-based structures, and local authorities.

Key Responsibilities:

1. Case Management & Psychosocial Support

- Provide survivor-centered GBV case management services, ensuring confidentiality, safety, and respect.
- Supervise and support social/case workers, PSS facilitators, agents and other volunteers
- Refer survivors to appropriate services, including health, legal, psychosocial support, mental health, safety and shelter support.
- Maintain accurate and confidential records of GBV cases using appropriate case management tools.

2. WGFS Management

- Oversee daily operations of the WGFS and ensure they are safe, inclusive, and accessible.
- Support the planning and implementation of psychosocial support activities, life skills sessions, and awareness-raising campaigns on harmful social norms and sexual and reproductive health rights.
- Monitor usage and service delivery at the centres, ensuring availability of essential supplies and materials.



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- Ability to work with diverse communities, including women, youth, and persons with disabilities.
- Fluent in English, Arabic and at least one local language.
- Demonstrated experience working with Peace Committees, traditional leaders, and local governance structures.
- Knowledge of trauma-informed approaches and conflict-sensitive programming.
- Experience supporting cross-border or inter-communal initiatives is a strong advantage
- Strong understanding of GBV case management and psychosocial support principles.
- Experience managing WGFS or similar women-focused centres is an asset.

Technical Skills:

- Strong understanding of climate-smart agriculture, market-based approaches, and community-led food production systems.
- Good grasp of community engagement, adult learning methodologies, and participatory training tools.
- Ability to integrate nutrition, gender, and inclusion into livelihoods programming.
- Skills in monitoring and evaluating economic development and agricultural activities.

Communication & Interpersonal Skills:

- Excellent facilitation, mentoring, and coaching skills, especially with community-based groups.
- Strong written and verbal communication skills in English; knowledge of a local language is a plus.
- Experience in working collaboratively with local authorities, civil society organisations, and community structures.

Personal Attributes:

- Self-driven and proactive with a strong commitment to community development and inclusion.
- Ability to work under pressure and in remote or fragile environments.
- Demonstrated cultural sensitivity and respect for diversity.

Core Competencies:

- Livelihoods and agricultural programming
- Community mobilisation and capacity building
- Nutrition-sensitive agriculture
- Financial literacy and VSLA methodology
- Coordination and stakeholder engagement
- Reporting and documentation skills



Additional job responsibilities

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.

Equal Opportunities

TOCH is an equal opportunity employer. We are committed to creating an inclusive environment for all employees. We do not discriminate on the basis of race, religion, color, sex, gender identity, age, disability, marital status, or any other status protected under applicable law. All qualified applicants are encouraged to



TOCH
South Sudan

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apply, particularly women, persons with disabilities, and other underrepresented groups.

Child Protection Policy and Protection from Sexual Abuse and Exploitation:

We are committed to keeping children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse and Sexual exploitation and abuse.

This position is only for South Sudanese National

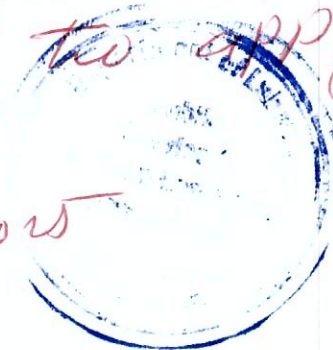
How to Apply:

- Please send your CV/ Cover Letter with attached copies of your national ID to recruitment@toch-ss.org or hand deliver to TOCH Juba Office (**near St Lawrence Academy**) or any TOCH Field Offices in Wau (**within South Sudan Council of Churches**), Kuajok, Tonj South and Tonj North.
- Females are strongly encouraged to apply
- Deadline for receiving applications shall be on **7th January 2026 4:00 PM**
- *Only short-listed Candidates shall be contacted*
- *Any application sent after this deadline shall not be considered for short list.*

Due to urgency of the position, applications will be reviewed on a rolling basis and the position may be filled before the deadline

*Approved by Acting Director
of Labour, Women State Kuajok
labour card is one of the
requirement to apply.*

*KIY
18/12/2025*





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- Ability to work with diverse communities, including women, youth, and persons with disabilities.
- Fluent in English, Arabic and at least one local language.
- Demonstrated experience working with Peace Committees, traditional leaders, and local governance structures.
- Knowledge of trauma-informed approaches and conflict-sensitive programming.
- Experience supporting cross-border or inter-communal initiatives is a strong advantage
- Strong understanding of GBV case management and psychosocial support principles.
- Experience managing WGFS or similar women-focused centres is an asset.
-

Technical Skills:

- Strong understanding of climate-smart agriculture, market-based approaches, and community-led food production systems.
- Good grasp of community engagement, adult learning methodologies, and participatory training tools.
- Ability to integrate nutrition, gender, and inclusion into livelihoods programming.
- Skills in monitoring and evaluating economic development and agricultural activities.

Communication & Interpersonal Skills:

- Excellent facilitation, mentoring, and coaching skills, especially with community-based groups.
- Strong written and verbal communication skills in English; knowledge of a local language is a plus.
- Experience in working collaboratively with local authorities, civil society organisations, and community structures.

Personal Attributes:

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- Ability to work under pressure and in remote or fragile environments.
- Demonstrated cultural sensitivity and respect for diversity.

Core Competencies:

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