

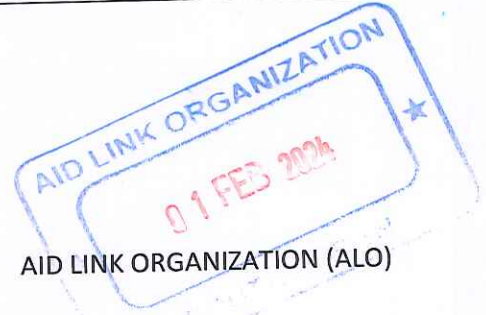
50-H-3
 Approved by
 Inspector of Labour
 01/02/2024
 Njumbi



Terms of Reference (TOR)

Position:	Education Officer
Location:	AKOBO West County, Jonglei State
Duration:	1 year with possibility of extension depending on performance and funding
Report to:	Education Coordinator
About Aid Link Organization (ALO):	<p>Aid Link Organization (ALO) is a women-led, non-profit, non-governmental, non-political, and non-sectarian National NGO. It was incorporated in 2013 and is legally registered with the Relief and Rehabilitation Commission (RRC) at the national level under the NGO Act of 2016, operating under the Ministry of Humanitarian Affairs in the Republic of South Sudan, with Certificate Reg. No.: 1691.</p> <p>Vision: Functioning to advance and sustain values, ALO aims to create an enabling environment and processes in which every woman and girl can exercise her human rights and live up to her full potential.</p> <p>Mission: ALO is dedicated to advancing social, political, and economic equality for women and girls, setting global standards for achieving gender equality in South Sudan.</p>
Position Summary:	<p>Aid Link Organization (ALO) is seeking a dedicated and qualified Education Officer to join our team. Reporting directly to the Education Coordinator, the Education Officer will be responsible for collaborating with partners, facilitating community engagement, and ensuring the successful execution of education activities. The ideal candidate will have a university degree in education or a related field, a minimum of 2 years of relevant work experience, and strong organizational and interpersonal skills. If you are passionate about promoting education, supporting child development, and making a positive impact in the community, we encourage you to apply.</p>

ToR Education Officer



Position Overview:

Terms of Reference (TOR) - Education Officer



1. Purpose of Assignment:

Under the supervision of the Education Coordinator, the Education Officer based in Akobo West County will provide professional technical, operational, and administrative assistance for the management of secondary education, accelerated non-formal education, and skilling programs/projects. The role involves contributing to program development, planning, executing, managing, implementing, monitoring, evaluating, and reporting to deliver results.

2. Job Descriptions:

Support to Program Development and Planning:

- Contribute to the preparation and updating of the situation analysis for secondary education, accelerated non-formal education, and skill development programs.
- Research and report on development trends for use in program development, management, monitoring, and evaluation.

Programme Management, Monitoring, and Delivery of Results:

- Collaborate with internal colleagues and partners to collect, analyze, and share information on implementation issues.
- Suggest solutions for routine program implementation and submit reports for higher-level intervention.
- Participate in monitoring and evaluation exercises, program reviews, and annual sectoral reviews with government counterparts and other stakeholders.

Technical and Operational Support to Program Implementation:

- Undertake field visits and surveys, assessing progress and reporting on critical issues and potential problems.
- Provide technical and operational support to government counterparts, NGO partners, and SCI system partners on ALO policies and best practices in education.

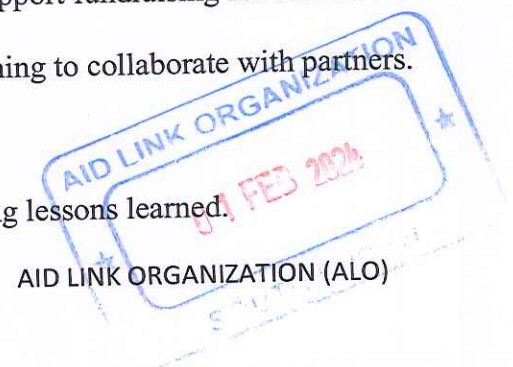
Networking and Partnership Building:

- Build effective working partnerships with government counterparts and stakeholders.
- Draft communication materials for program advocacy and support fundraising for education programs.
- Participate in inter-agency meetings and events on programming to collaborate with partners.

Innovation, Knowledge Management, and Capacity Building:

- Contribute to identifying, capturing, synthesizing, and sharing lessons learned.

ToR Education Officer



AID LINK ORGANIZATION (ALO)



3. Qualifications and Competencies:

Education & Other Skills:

- University degree in education, psychology, sociology, development studies, or a relevant technical field.

Work Experience:

- Minimum of two years of professional experience in program planning, management in education, and research in education.
- Experience in a working with I/NGO if desirable
- Experience in South Sudan formal education system, and skill development programs for school children/adolescents is advantageous.

Language Proficiency:

- Fluency in English.
- Knowledge of the local dialect spoken in job location is advantageous.

Competencies/Skills:

- Core Competencies: Self Awareness, Ethical Awareness, Collaboration, Partnerships, Innovation, Strategic Thinking, Drive for Results, Managing Ambiguity and Complexity.

ALO Values: We uphold the Humanitarian Principles: humanity, neutrality, impartiality, and operational independence. We affirmatively engage the most vulnerable communities. We value:

- Inclusiveness
- Transparency and accountability
- Agility and innovation
- Collaboration
- Sustainability

Application Information: If you are interested in this job, please email your cover letter copies of education documents and CV to info.aidlinkssd.hr@gmail.com with the subject line "Education Officer Application - [Your Full Name]." Hand deliveries can be done on the following physical address: **Hai Mijiki third class, Jebel Souk, for more information please contact this number: +211 922 227**
617 Applications close on **20th February 2024.**

Recruitment will be on a rolling basis

Female candidates and persons with disabilities are highly encouraged to apply

Only short-listed candidates will be contacted for an interview.

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