



THE LUTHERAN WORLD FEDERATION
SOUTH SUDAN COUNTRY PROGRAM



Position type: Cash Based Intervention Project Officer-Magwi

Number of Position: One

Duty Station: Magwi

Contract type: Fixed term with possibility of extension depend on funding & performance

Employment start date: 1st January 2022

Advert Closing deadline: 8th December 2021

Contract Period: 10 Months 14th Days

JOB ROLE:

Under the guidance and direction of the area coordinator for Jonglei, Cash Based Intervention (CBI) Project Officer, substantially contributes to the effective management of LWF Emergency Response program. She/he will ensure that the implementation of Emergency Cash Based intervention and activities are implemented and reported in accordance with established LWF WS Sudan Program guidelines and procedures and donors' guidelines

BACKGROUND:

The Lutheran World Federation, Department for World Service (LWFWS) is an international humanitarian and development agency working in South Sudan since 1998. Currently, LWF is operating in Jonglei, Unity, Upper Nile and Easter Equatorial states. LWF South Sudan Country Program is providing humanitarian assistance (emergency/relief, rehabilitation and development work) to refugees, IDPs, Returnees and other vulnerable communities to enable them meet their basic human rights and needs in line with its vision and mission statements, and core values

KEY RESPONSIBILITIES:

- Planning, implementing, coordinating, reporting, monitoring and evaluating cash-based interventions for Persons of Concern
- Mobilize community for project implementation
- Lead capacity building of beneficiaries through training and awareness
- Staff Management, manage staff under her/his supervision
- Project Budget planning and management
- Networking, Learning and Representation: Participate and represent LWF at coordination meetings and Cash Working Groups and share information of LWF and lesson learnt
- Advocate with government, donors, etc. on all issues relating to CBIs
- Perform any other functions that may be assigned by the immediate supervisor

Minimum Qualifications and Personal Specification:

- BSC/BA in Disaster Management, Development Studies, Business Administration, Economics, Agriculture, Rural Development and/or related
- Minimum of 2 years' experience in implementing Cash Based Intervention or similar activities in Emergency and Development context in the NGO settings
- Experience in project cycle management
- Demonstrated understanding of community engagement/participatory planning techniques.
- Good facilitation and listening skills
- Sound experience in cash-based intervention
- Ability to meet deadlines and if necessary work for long hours when deadlines are tight
- Excellent in written and spoken English.
- Computer literacy (Ms Word, Ms Excel and Ms PowerPoint)
- Work well in a diverse team
- Work in remote sites
- Willingness to learn and relocate when necessary

Application Process

- All applicants must send their application letter and updated CV and supporting documents to the Human Resource office in Juba Recruitment.southsudan@lutheranworld.org.
- Hand delivery is accepted in Magwi Office. Applications by email should come with the subject 'Application for Cash Based Intervention Project Officer. Emails or applications that don't have that in the subject box will not be considered. Due to the agency of the position LWF shall shortlist application on a rolling base before the closing date.

Female candidates are encouraged to apply. Only shortlisted candidates will be called for interviews.

Child Safeguarding:

LWF is a child safe organization and is fully committed to promoting the realization of children's rights including the right to protection from violence and abuse. We therefore, have particular responsibilities to children we work and come into contact with to keep them safe from any harm or risk. In line with LWF policy, any appointment is contingent on thorough criminal record checks.





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THE LUTHERAN WORLD FEDERATION
SOUTH SUDAN COUNTRY PROGRAM

Position type: GBV Protection Assistant- Magwi
Number of Positions: One
Duty Station: Magwi
Contract type: Fixed term with possibility of extension depend on funding & performance
Report to: Project Officer- Protection and Social Cohesion
Employment start date: January 2022
Advert Closing deadline: 08th December 2021

Background:

The Lutheran World Federation/Department for World Service (LWF/DWS) South Sudan Programme was established in 2009 and strives to provide humanitarian assistance (emergency relief, rehabilitation and development work) to refugees, IDPs, returnees, host community and other vulnerable communities to enable them meet their basic human rights and needs in line with its vision and mission statements, and core values. The activities of LWF include education, child protection, food security, emergency, community protection and capacity building of local authorities and community members. LWF Currently works in 5 of the 10 states of South Sudan including Central Equatoria, Eastern Equatoria, Jonglei, Upper Nile and Unity. This position will be based in Magwi County of Eastern Equatoria with regular work-related travels to Torit and Juba.

Duties and Responsibilities:

Under the guidance and direction of Project Officer-Protection and Social Cohesion, the **GBV protection Assistant-Magwi**, substantially contribute to the effective management of LWF/WS and Protection and GBV components, particularly –**Case identification, strengthening community referral and case management system**. She/he will support in the implementation of protection and GBV prevention in accordance with established LWF South Sudan Program guidelines and procedures.

Reporting and Communication lines

The **GBV Protection Assistant**, reports to the Project Officer-Protection and Social Cohesion. He/she shall work in close collaboration with the Education Officer, project Officer-Livelihoods and training, WASH assistant, Finance Officer, Log/Admin Officer, Area Coordinator among other members.

Specific Task:

- Grass root community mobilization for GBV prevention activities in Magwi county
- Establish and ensure functional community based GBV prevention support structures
- With support from protection and social cohesion officer, mobilize community to form grass root community based protection committee
- Lead beneficiary mobilization and capacity building through training and awareness
- Follow up project activities and monitor project impact including profiling project success story
- Project budget planning, implementation, monitoring and report as per project time lines
- Work closely with the local authority to establish Women Justice Network
- Contribute to the planning and implementation of GBV project components:
- Contribute to GBV service needs identification in coordination with the GBV team and implementing partners;
- Assist in the development of a referral pathway across key services for protection cases and monitors for bottlenecks in the referral pathway;
- Provide support to field-level Woman Safe spaces assistants and staff implementing specialized services to survivors;
- Draft regular reports and feedback on the project implementation and needs that help in program review and decision making;
- Perform any other functions that may be assigned by the immediate supervisor
- Perform any other functions that may be assigned by the immediate supervisor
- Always ensure LWF/DWS and donor visibility guidelines are applied

Minimum Qualifications and Personal Specification:

- Diploma or degree in Sociology, Social work, Human Right, Development Studies or any other relevant field.
- Minimum of 2years of relevant work with a strong preference for experience from NGO and/or humanitarian/development work in GBV Prevention and case management, community based psychosocial support, social cohesion peace building, or protection initiative.
- Knowledge of relevant sectoral humanitarian and development standards, knowledge of Community Based GBV Prevention and case management and GIMS Support as an approach to programming is an added advantage
- Demonstrated understanding of community engagement/participatory planning techniques.
- Excellent knowledge and skill in community mobilization and engagement
- Demonstrate good skill in activity planning and report writing
- Good facilitation and listening skills
- Good Computer Literacy (Ms Word, Ms Excel, Ms power point, outlook)
- Excellent in written and spoken English language
- Ability to speak Acholi and Madi language is an asset
- Valid motor cycle riding permit is an asset

NCA Compound, Buluk, Juba

www.lutheranworld.org



- Excellent in written and spoken English.

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Email: Recruitment.southsudan@lutheranworld.org
- Hand delivery is accepted and should be sent to HR Office Magwi field office which shall be registered at the reception. LWF Magwi Field office is along Magwi PHCC road, 60 meters away from Abara road. Applications by email should come with the subject "GBV Protection Assistant. Emails or applications that don't have that in the subject box will not be considered. Female candidates are encouraged to apply. Only shortlisted candidates will be called for interviews.

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THE LUTHERAN WORLD FEDERATION
SOUTH SUDAN COUNTRY PROGRAM



Approved
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Position type: Monitoring & Evaluation Assistant
Number of Position: One
Duty Station: Magwi
Contract type: Fixed term with possibility of extension depend on funding & performance
Employment start date: 1st January 2022
Advert Closing deadline: 8th December 2021
Contract Period: 10 Months 14th Days

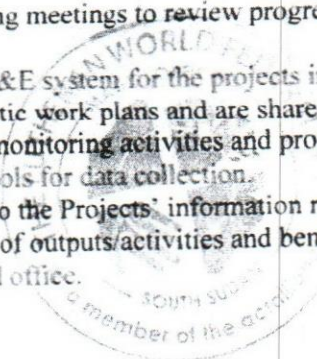
BACKGROUND:

The Lutheran World Federation/World Service (LWF/WS) South Sudan Programme was established in 2009 and strives to provide humanitarian assistance (emergency relief, rehabilitation and development work) to refugees and other vulnerable communities to enable them meet their basic human rights and needs in line with its vision and mission statements, and core values. The activities of LWF include education, child protection, food security, emergency, community protection and capacity building of local authorities and community members.

JOB ROLE: Under the guidance of the Area Coordinator, the PM&E Assistant is responsible for gathering data and ensuring accurate entry, maintaining up to date data, following up and reporting progress of project activities.

KEY RESPONSIBILITIES:

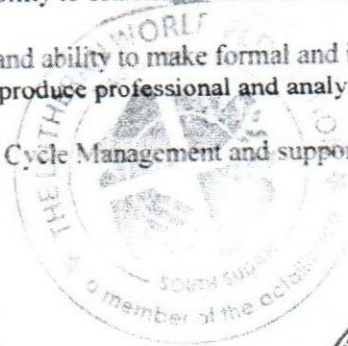
- ✦ Assist in developing and implementing monitoring and evaluation plans for projects.
- ✦ Provide support in establishing and updating IPTT and Activity tracker (tracking database)
- ✦ Participate in periodic sub program planning meetings to review progress and share M&E best practices.
- ✦ Participate in strengthening the existing M&E system for the projects in the Sub Program.
- ✦ Support in ensuring all projects have realistic work plans and are shared timely
- ✦ Assist in planning and collecting data for monitoring activities and providing support in the development and review of standard tools for data collection.
- ✦ Design user friendly databases according to the Projects' information needs
- ✦ Maintain up to date databases and records of outputs/activities and beneficiaries reached in all project locations covered by the field office.



- ✚ Provide guidance and support to POs/Assistants in the implementation of monitoring tools not limited to data collection, analysis and reporting on project indicators.
- ✚ Participate in training POs assistants in monitoring of activities based on project indicators and targets set out in the project documents.
- ✚ Support in the analysis of qualitative and quantitative data, writing and compiling reports to inform program development and implementation.
- ✚ Ensure timely reporting on monitoring activities in line with project work plans.
- ✚ Contribute to the development of case studies, success stories and lessons learned reports to demonstrate the impact of LWF's work and inform future programming:
- ✚ Help in identifying gaps in information in current reporting and work with the program staff to address those gaps.
- ✚ Preparing fact sheets and other briefs to be shared both internally and externally
- ✚ Sending reminders to POs and Managers about internal and donor reporting deadlines and ensuring that the right templates are used
- ✚ Train and supervise enumerators for specific data collection activities including checking questionnaires for reliability and consistency.
- ✚ Support data quality assessments and verification to ensure that all data used for reporting and decision making are as accurate as possible.
- ✚ Secure information by completing data backups

EDUCATION, EXPERIENCE, SKILLS & TECHNICAL COMPETENCIES:

- ✚ University degree preferably in Statistics, Quantitative Economics, Social Sciences, International Development, Political Science, Demography, Project Management and other related disciplines.
- ✚ Certificate or PGD in M&E, Information Management, Information Systems, Data Science, Business Intelligence & Data Analytics, etc is an added advantage
- ✚ At least two (2) years of prior experience in monitoring and evaluation for international development or humanitarian programs with key focus on drafting M&E systems: developing M&E tools and procedures
- ✚ Experience in computer-based statistical analysis and visualization packages (Epi Info, SPSS, STATA, R, Power BI, Tableau, etc) as well as mobile data collection tools (KoBo, ODK, Ona, Commcare, SurveyCTO, iForm Builder, Teamscope, etc)
- ✚ Proven experience in using Web based Monitoring and Evaluation software (Newdea, Toladata, DevResults, Logalto, etc)
- ✚ Strong interpersonal skills and ability to establish effective working relations with various stakeholders.
- ✚ Excellent communication skills and ability to make formal and informal presentations both oral and written, as well as produce professional and analytical reports and learning documents
- ✚ Sound understanding of Project Cycle Management and support activities.



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