



## AFRICA INITIATIVE FOR RURAL DEVELOPMENT (AIRD)

Nurtured Children. Empowered Youth. Vibrant Communities.

### VACANCY RE-ADVERTISEMENT

**Post Title:** Programme Manager  
**Number of Vacancies:** One (1)  
**Duty Station:** Juba, South Sudan  
**Contract lengths:** From 1<sup>st</sup> September 2025 to 31<sup>st</sup> December 2025  
**Reports to:** Executive Director



### Organizational Background

Africa Initiative for Rural Development (AIRD) is a National Non-Governmental Organization legally registered in the year 2018 with its Headquarters in Juba and a field office in Bor, Jonglei State, South Sudan. Africa Initiative for Rural Development has been focusing on women, children and youth at the grassroots. AIRD plan to expand its activities to other nine (9) States in South Sudan on a case by case basis.

Africa Initiative for Rural Development is one of UNICEF's implementing partners in Bor. AIRD has been implementing GBV prevention and response in Jonglei state Bor through UNICEF's Communities Care Programme with both components of community engagement and action (CE&A) and Community Based Care (CBC) to effect social norms change for communities to develop long lasting protection mechanism for women and girls.

### **Vision**

A thriving, dynamic South Sudan where children and youth are real champions and catalysts for social change, cohesion, and sustainable development.

### **Mission**

To socially and economically transform South Sudan by effectively engaging and strategically investing in children and the youth.

### **POSITION PROFILE:**

The Programs manager performs a key supporting role in AIRD responsible for managing all the organizational programs. Reporting to the AIRD South Sudan Executive Director, the Program Manager will have the role of managing and implementing AIRD South Sudan's programs in coordination with the organization team at the secretariat. This requires the Program Manager to understand AIRD South Sudan's programs (peace building, GBV prevention and response, education, economic empowerment of women) and all others that will be developed during the duration of employment at AIRD South Sudan. Specifically, the Program Manager will be responsible for ensuring that AIRD South Sudan's programs conform to minimum organizational, national and international standards

### **To be successful in this role:**

- You must be empathetic, but also be able to set boundaries.
- You will need to listen actively and ask pertinent questions.
- You will also have strong communication and persuasion skills.

### **MAJOR RESPONSIBILITIES:**





Develop and implement program strategies and work plans aligned with the organization's mission and goals.

- Lead project planning, budgeting, and resource allocation to ensure effective program delivery and financial sustainability.
- Coordinate with relevant teams to recruit, train, and manage project staff, consultants, and volunteers as needed.
- Monitor program progress, assess risks, and implement strategies to mitigate challenges and ensure timely delivery of results.
- Establish and maintain partnerships with donors, funders, implementing partners, and other stakeholders to support program activities and resource mobilization.
- Prepare and present regular reports, updates, and evaluations to internal and external stakeholders on program performance and impact.
- Ensure compliance with donor requirements, organizational policies, and legal regulations throughout program implementation.
- Conduct regular field visits to monitor program activities, engage with beneficiaries, and gather feedback to inform program improvements.
- Support program teams in capacity building, training, and knowledge sharing activities to enhance program effectiveness and sustainability.
- Contribute to organizational learning, knowledge management, and best practices sharing within the NGO and with external partners.

#### THE CORE BEHAVIORS FOR THIS ROLE ARE:

- **Transparency and integrity:** We are demonstrating honesty, transparency and ethical behavior in all actions and decisions.
- **Equality:** We are committed to promoting gender equality in all aspects of society.
- **Accountability:** We are taking responsibility for one's actions and ensuring the achievements of goals.
- **Respect and dignity:** Treating everyone with dignity, empathy, and fairness, regardless of their background or position.
- **Diversity and Inclusion:** We embrace diversity and strive to create an inclusive environment where all women feel welcomed and supported.
- **Teamwork and Collaboration:** We believe in the power of collaboration and working together to create positive change.
- **Professionalism and Excellency:** We believe in recruiting the right people in the right positions. Our employees conform to the technical and/or ethical standards of their professions and pursuing the highest quality in services and performance.
- **Zero tolerance to misconducts (including SEA)**

#### QUALIFICATIONS

- Bachelor's degree in Development Studies, International Relations, Public Administration, or a related field; a Master's degree is a plus.
  - Familiarity with donor compliance requirements, funding mechanisms, and grant management processes.
  - Proficiency in project management software, MS Office suite, and data analysis tools.
  - Fluency in English; proficiency in additional languages relevant to the organization's work may be an advantage.
- Relevant education in Humanitarian Aid, Social Sciences and related development studies;

#### EXPERIENCE AND SKILLS

##### Experience

- Minimum of 5 years of experience in program management, preferably in the non-profit sector or international development context.
- Demonstrated experience in working with diverse stakeholders, managing partnerships, and mobilizing resources for program implementation.
- Knowledge of program design methodologies, logical frameworks, and impact assessment tools.

##### Essential Skills

- Strong project management skills, including planning, budgeting, monitoring, and evaluation.

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ment communication, negotiation, and interpersonal skills to engage effectively with teams, donors, and beneficiaries  
Application Procedures:

- ✓ Application letters, comprehensive CVs, recommendation letters from former employers and academic certificates **MUST** be received at Africa Initiative for Rural Development within **Fourteen (14)** working days; not later than **28<sup>th</sup> August 2025 at 4pm**. Applicants are encouraged to submit their applications through E-mail address: [airdss.jobs@gmail.com](mailto:airdss.jobs@gmail.com) indicating clearly in the subject line the Post Title. **"Programme Manager"**
- ✓ Only Female candidates are to apply.
- ✓ This Position is open to South Sudanese Nationals Only.

**Africa Initiative for Rural Development is an Equal Opportunity Employer. Only shortlisted candidates will be contacted for interviews.**

**Canvassing will lead to automatic disqualification.**

**PLEASE NOTE:**

**Due to the urgency of this position, applications will be reviewed and a shortlist done on a rolling basis. If the management gets the rightful candidate before the deadline, we might offer the position.**

**Africa Initiative for Rural Development (AIRD), Pakwau, Bor, Jonglei State, Opposite. C&D Compound, Telephone No. +211 927 600 100, e-mail address: [airdss.jobs@gmail.com](mailto:airdss.jobs@gmail.com)**

