



## Vacancy Announcement

**Position:** Project Officer (1) [6 months' position with possibility of extension]

**Based at:** NEC Field Office in Wau ( to manage activities in Wau, Twic, & Gogrial West counties)

**Posting date:** Tuesday, 20<sup>th</sup> August 2024

**Closing date of application:** Friday, 6<sup>th</sup> September 2024

The National Education Coalition (NEC) in South Sudan is a member network of the Global Campaign for Education and Africa Network Campaign for Education for All civil society movements that aim to end the global education crisis by making sure that the right of everyone to a free, quality, public education is guaranteed. NEC is comprised of a huge variety of national and international Civil Society Organizations (CSOs), teachers' union and child rights campaigners. We work closely with the Ministry of General Education and Instruction and Education Donor Group to effect positive change in education system through enhancing public participation as well as policy dialogue with governments geared towards improved service delivery.

We are looking for a resourceful and dynamic candidate who is capable to work independently, is an activist at heart and results-oriented in deeds, analytical in his/her thinking and sensitive to gender issues, with the ability to plan, organize and coordinate work effectively. The Project Officer will be responsible for overseeing the successful implementation of a project focused on training civil society organizations and facilitating education policy dialogues and advocacy forums. The role involves coordinating all aspects of the project, ensuring timely and effective delivery of project outputs, managing relationships with stakeholders, and ensuring compliance with donor and organizational requirements.

The NEC Project Officer will have the main following **duties and responsibilities:**

- Serve as the primary point of contact at the project locations, providing regular updates and reports to director of programs and the entire management team.
- Lead and facilitate training sessions, workshops, ensuring that participants gain the necessary knowledge and skills. Organize and manage advocacy forums to promote education policies, ensuring active participation and engagement from all relevant parties.
- Maintain accurate records of all project activities, ensuring that all necessary documentation is completed and filed appropriately.
- Provide periodic weekly, monthly, quarterly and annual reports (written).
- To work with the coordinator in leading and guiding the strengthening of the NEC in South Sudan by holding consultative and national meetings with CSOs working with disability, teachers, youth, women, children, parents, academia, legal, media, etc.;
- To work with the board and secretariat abiding by a constitution, vision and plan of action embraced by its members;
- To ensure the general functioning and development of the NEC, capacity-development of member organisations, documentation of main lessons learned in all programme implementation;
- To influence the development and implementation of the Education Sector Plan (ESP) through participation in policy dialogue and organisation of public debates.
- To update the coalition's media platforms; represent and maintain membership registry of NEC
- To support in the design, planning, implementation, monitoring of the project activities.



- Any other duties deemed by the secretariat;

**Professional Qualification and Personal Skills:**

The successful candidate will hold at least a Bachelor's Degree in education, social science, international development studies or other relevant degree. He/she will have at least 2 years of progressively professional and practical experience in working with INGOs/NNGOs and/or civil society alliances/networks/coordination structures particularly in the field of advocacy, campaign and policy, governance. Furthermore, effective presentation and communications skills—in both spoken and written English and in spoken Juba Arabic—together with excellent leadership and interpersonal skills are required. Outstanding project management, financial and computer skills (particularly Word and Excel) are a must.

We look forward to receiving your cover letter and updated Curriculum Vitae with at least three referees at: **Oxfam in South Sudan, Juba, Opp. Former Dr John Garang International School-Juba** or by e-mail to: [nationaleducationcoalitionssd@gmail.com](mailto:nationaleducationcoalitionssd@gmail.com) and copy to [adorr86@gmail.com](mailto:adorr86@gmail.com) not later than **4:00 pm Friday 6<sup>th</sup> September 2024. APPLICATIONS SUBMITTED AFTER THE DEADLINE WILL NOT BE CONSIDERED.**

**THE POSITION IS OPEN TO SOUTH SUDANESE NATIONALS ONLY. FEMALE CANDIDATES ARE HIGHLY ENCOURAGED TO APPLY.**

