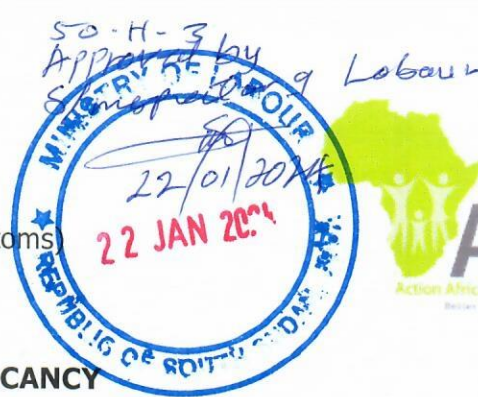


AAH-I South Sudan Country Programme
Hai Gabat, Opp. JIT Supermarket (behind SSD Customs)
Juba Town, Republic of South Sudan



JOB VACANCY

ACCOUNTABILITY TO AFFECTED POPULATION ,PROTECTION AND GENDER OFFICER

Background:

Action Africa Help International (AAH-I), an African-led non-governmental organization that supports livelihood-challenged communities and bridges the humanitarian–development divide to sustainably improve their well-being and standards of living. With Country Programmes in South Sudan, Kenya, Somalia, Uganda, Zambia and Ethiopia, AAH-I has over 30 years’ experience working with communities in conflict and post-conflict situations, including refugees, internally displaced persons and host communities.

In South Sudan, AAH-I works in Greater Equatoria, Greater Jonglei, Greater Upper Nile and Greater Unity State, with field offices in Juba, Yei, Maridi, Yambio, Mundri, Bor, Wau, Ajong Thok, Maban and Malakal.

JOB TITLE: Accountability to Affected Population, Protection and Gender Officer

Reports to: Project Manager

Liaises with: Human resource, Humanitarian Logistics

Duty Station: Juba

Duties & Responsibilities

- Consult with interagency working groups to ascertain if multi-partner/multi-agency accountability mechanisms or working groups exist, how AAHI needs may be incorporated, and support the nominated colleagues to participate in such fora;
- Establish and maintain a multichannel feedback mechanism that ensures accessibility of different segments of the beneficiary and affected population;
- Establish internal and external referral mechanisms to channel feedback to the relevant AAHI technical, programme or management colleagues, ensuring compliance with AAHI’s procedures and policies (e.g. fraud, corruption, PSEA, whistleblower policies);
- In collaboration with MEAL unit members, maintain a database of feedback received, and responses issued, and conduct analyses on trends in feedback and the timeliness of responses to inform reports to AAHI South Sudan management about issues requiring adaptation or escalation;



- In collaboration with MEAL unit members, ensure the inclusion of accountability variables and protection considerations in data collection tools and instruments;
- Develop information sharing and sensitization materials in support of project managers to provide information about the purpose and process of AAHI's interventions, beneficiary selection criteria, scheduling of activities and ways to provide feedback;
- Develop and deliver AAP training to AAHI and implementing partner staff on AAHI South Sudan's accountability commitments, mechanisms, and processes;
- Support the MEAL unit/TPM partners in conducting accountability spot checks, where feasible, to engage with populations on their experience of receiving AAHI support and to receive their feedback about AAHI's/partners' presence in their communities;
- Perform any other related duties as required.

Job Requirements

- Advanced degree or University (Bachelor's) degree in social sciences, law, human rights, protection, international relations or relevant field.
- For advanced degree at least three (3) years of relevant professional experience.
- For university degree at least five (5) years of relevant professional experience.
- Working knowledge (level -) of English and local languages;
- Should be a South Sudanese National.

AAH-I Core Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement
- Working under hard conditions and with minimum supervision



Technical/Functional Skills

- Experience organizing stakeholder meetings or workshops with various partners, beneficiaries;
- Experience in community engagement and sensitization;
- Excellent writing and analytical skill in drafting various types of reports;
- Strong interpersonal and communication, reporting and presentation skills, analysis and interpretation of data, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Previous work experience with the UN is considered a strong asset;
- Strong professional command of Microsoft Office, in particular Word and Excel.

ADDITIONAL INFORMATION

- AAH-I does not charge a fee at any stage of the recruitment process (application, interview meeting, processing).



APPLICATION INSTRUCTIONS

AAH-I is an equal-opportunity employer.

Interested candidates should address their application letters, resumes (CVs, Academic documents, Recommendation letters & National ID) to the HR Manager AAHI South Sudan and position clearly indicated on the envelope and Email Subject line the location and the position you're applying for.

Drop the hard copies of the applications to AAHI/UNHCR Logistic base – Juba OR to:

recruitss@actionafricahelp.org

Deadline: All applications must be submitted latest by **Thursday 8th February 2024 COB (4.00PM)**.

KEY CONSIDERATIONS.

Please take note of the following considerations

- **This position is for Sudanese Nationals Only.**
- **Female candidates are highly encouraged to apply.**



HR/Administration Manager
AAHI South Sudan Programme
Juba, South Sudan

