



**Caritas**  
Archdiocese of Juba

Date: 3<sup>rd</sup> Feb.2025

### Job Advertisement

Caritas Archdiocese of Juba is the official organization and the humanitarian wing of the Catholic Archdiocese of Juba. It covers Juba and Terekeka counties of Central Equatoria State.

Caritas Archdiocese of Juba is Guided by Catholic Church Social Teaching and international humanitarian principles (CHS and Sphere standards) as it response to humanitarian emergencies. It is a member of Caritas family and collaborates with its partners in the implementation of humanitarian initiatives and projects in order to provide shelter, water, capacity building, sanitation and hygiene promotion, health/nutrition, protection and NFI+ FSL to the affected population.

**Job Title:** Project Officer

**Number of Positions:** One (1)

**Work Location:** Juba, Gorom and other villages of the Catholic Archdiocese of Juba

**Department:** Programs

**Contract Duration:** Eighteen (18) Months

**Reports to:** Programs Manager

**Closing date:** 18<sup>th</sup>Feb.2025

### Job Summary

Caritas Archdiocese of Juba is looking for experienced and passionate project officer for its project in Juba, Gorom and other Areas/villages in the territory of the Catholic Archdiocese of Juba. He/she shall collaborate with program teams to ensure protection considerations are embedded in all aspects of project planning and execution. Conduct training and capacity-building sessions for staff and partners on protection issues, including mainstreaming techniques and best practices. Monitor and assess the implementation of protection mainstreaming activities, identifying areas for improvement.

### Essential Duties and Responsibilities

- Identify and assess protection risks faced by communities, particularly women, children, and marginalized groups, and implement targeted interventions to mitigate these risks.
- Strengthen local capacities through training and awareness programs that equip community leaders and organizations with the skills needed to address protection concerns effectively.
- Foster active community participation in protection efforts, ensuring that the voices of affected populations are heard and prioritized in program design and implementation.





- Act as focal person, establishes and maintaining strong partnerships with local authorities, NGOs, and international organizations to create a cohesive response to protection issues violations and its reporting
- Participate in leading the team on robust monitoring and evaluation mechanisms to track the effectiveness of protection initiatives and ensure compliance with international standards, providing regular reports to stakeholders.
- Advocate for the rights of vulnerable individuals and promote policies that enhance their protection and access to services, contributing to a safer and more equitable environment for all project beneficiaries.
- Coordinate and lead meetings or forums focused on gender and child protection with project beneficiaries.
- Enhance community understanding of gender and child protection issues
- Write weekly, monthly and quarterly report and submit to the supervisor.
- Any other duties that shall be assigned to him/her

#### **Qualifications**

- He or She must be a South Sudanese
- Good time-management skills
- Great interpersonal and communication skills
- Knowledge of both English and Arabic is an added advantage
- Ability to work in hostile environment with only basic necessities
- Ability to work in a diverse communities and nationalities
- Ability to easily integrate and work efficiently in a team environment
- Ability to work with minimum or no supervision

#### **Education and Job Experience**

- A diploma from a recognized University
- A Minimum of three years' experience with Humanitarian organizations

#### **How to Apply**

Interested applicants are required to submit an application letter, updated Resume, Copies of Academic documents and a copy of National ID Card to Caritas Archdiocese of Juba office in Juba by 18<sup>th</sup> Feb.2025 at 2:00 pm.

Applications can also be sent via Email: [caritasjubahr@gmail.com](mailto:caritasjubahr@gmail.com) Please indicate clearly the Job Title on subject line of the Email or envelope

We value and appreciate your intention to work with us, however only shortlisted candidates will be contacted.

