

## CROWN AGENTS

**Job Title:** Coordinator – South Sudan Humanitarian Project (SSHP)

**Location:** Juba, South Sudan

**Start date:** February 2023

**Contract Duration:** Full time



### 1. Who we are?

ShimaHr consultants is a Human Resource Consulting and Outsourcing Company that is currently managing the Human resource component of crown agents under the Health Pooled Fund3 (HPF) program.

Crown Agents Ltd (CAL) work in some of the most hard-to-reach and volatile contexts in the world and prioritize people most in need. We respond to sudden onset emergencies – within as little as 24-72 hours – and draw on our expertise in supply chain management, fund management, needs assessments, capacity building of national partners, governance, public administration and health systems strengthening to deliver results in complex landscapes.

Crown Agents have been working in South Sudan for over ten years, partnering with local organizations and the Government of South Sudan to deliver practical and innovative health, nutrition, procurement, and life-saving logistical solutions across 55 counties and 8 states.

### Humanitarian work in South Sudan

Across South Sudan, Crown Agents have been delivering humanitarian health and nutrition interventions. We have worked in close collaboration with 23 international and local partners in addition to local government and the Ministry of Health. Crown Agents seeks to deliver a multisectoral humanitarian response that addresses critical gaps and needs identified in the 2022 Humanitarian Response Plan. This includes critical protection, nutrition, WASH in hard-to-reach counties and marginalized communities, including IDPs.

### 2. Position Summary

The South Sudan Coordinator will lead Crown Agents' efforts on the ground in Juba and other regions to understand the humanitarian and political/conflict situation as it evolves and to support efforts to develop a programme of activities to contribute to the relief effort. The coordinator will work closely with the relevant team members in the Crisis Response and Recovery Team in London, UK.

### 3. Responsibilities

- Outreach to and maintain relations with a variety of stakeholders and actors on the ground in South Sudan including donors, INGOs, local CSOs and NGOs and gather relevant information.
- Attend relevant humanitarian coordination meetings and relevant cluster meetings and feed back to CA UK staff on the key highlights.
- Coordinate and set-up meetings with local and international NGOs for CA UK staff and any South Sudan consultants.
- Provide key information and details as requested by relevant CA UK staff and staff.
- Work closely with CA staff to prepare and provide key inputs into concept notes and proposals for business development purposes.
- Set up meetings, field visits and meetings for CA's missions to the South Sudan region.
- Coordinate, manage and lead all aspects of field visits.



#### 4. Requirements.

- Minimum of 5 years of professional experience working in humanitarian or international development at increasing levels of seniority
- Minimum of 5 years business development experience or similar
- Experience of developing and implementing multi-faceted business development and project strategies
- Demonstrable experience managing or coordinating multi-stakeholder humanitarian programmes in developing countries.
- Knowledge of the humanitarian clusters and/or humanitarian landscape in South Sudan desirable
- Strong interpersonal skills, diplomacy and tact to effectively communicate with senior-level officials
- Professional writing skills, including the development of reports, presentations, and technical/persuasive documents
- Experience using Microsoft applications
- Ability to work in Juba Arabic and English

#### How to Apply:

Interested candidates should submit their electronic application with the subject line **Crown Agents Coordinator-South Sudan** to [Dominic.MatundaOigo@crownagents.co.uk](mailto:Dominic.MatundaOigo@crownagents.co.uk). The cover letter should accompany a current CV of 3 pages maximum detailing their experience for the post including day time telephone contacts and three referees, preferably previous line managers. The closing date for receiving applications will be Friday **16<sup>th</sup> December 2022, 5PM CAT.**

**Only shortlisted candidates will be contacted**

