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Job Announcement-Project Officer-Cash for Projection

HI-SOUTH SUDAN

Position title	Project Officer-Cash for Protection
Position in duty Station	Aweil West
Duration	4 Months
Working Day/time	From Monday – Thursday (07:30 AM – 05:00 PM) & on Friday from 7:30am-12:30pm
Salary	According to HI salary grade 50-H-3
Line Manager	Project Manager
Date of Advert	18th September 2025
Closing Date	7th October 2025

Approved by 18/9/2025

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Contextualization[1]

HI has been operating in South Sudan since 2006, implementing emergency and development actions aimed at improving protection, quality of life, and the promotion of rights of vulnerable individuals, including people with disabilities; persons with mental health issues; survivors of Sexual and Gender Based Violence (SGBV); Elderly Persons in need (EPN), and Orphans and Unaccompanied Minors. HI's current operations are centered in POC and IDP sites outside Juba city; as well as the host communities of Great Pibor Administration area and Aweil in Northen Barh el Ghazal , with the Country Office based in the capitol of South Sudan, Juba. Following requests from humanitarian partners through the Protection and Health clusters in mid-2014, HI launched its Flying Team mechanism, a mobile response that operated in South Sudan through integrated programming until 2020 and focused on providing inclusive humanitarian actions. Overall, about 50,000 direct beneficiaries (people with disabilities and other most vulnerable) are being targeted through functional rehabilitation, Individual protection assistance, MHPSS and Livelihood projects, with a strong emphasis on mainstreaming disability inclusion and enhancing inclusiveness in humanitarian action. HI current programs are funded by SSHF –South Sudan Humanitarian Fund-, FCDO, MOFA Luxembourg, GFFO and among other donors. HI South Sudan was increasingly solicited to support external actors (UN agencies, INGOs, OPDs) on IHA to strengthen

Purpose of the job:

General mission

Under the responsibility of the Project Manager, the Project Officer-Cash for Protection contributes to the implementation of HI mandate and ten-year strategy (expressed in StratOp) in South Sudan. He/she contributes to the implementation of **"Inclusive humanitarian**

assistance for crisis-affected populations in Sudan and South Sudan" by providing technical expertise and by ensuring that the quality and impact of the project is optimized.

Will be responsible for the day-to-day technical implementation, monitoring, and reporting of the Cash for Protection project. The role ensures that cash assistance reaches 400 highly vulnerable individuals primarily refugees and returnees (80%) and affected host community members (20%) with special attention to women and girls, persons with disabilities, elderly individuals without support, and women- a

Missions / responsabilités[2]

Mission 1: Providing guidance and technical support to the project

- Lead the planning, coordination and delivery of Cash for Protection activities in line with project objectives and standards, under the technical guidance of the protection STO
- Develop and adapt technical tools and guiance to support effective implementation of cash assistance, including a specific SOPs for cash for protection program I South Sudan, under the technical guidance of the protection STO ,
- Conduct detailed and regular protection risk analysis with respect to the cash assistance program, under the guidance of the protection STO
- Submit weekly and monthly work plans to the Project Manager, highlighting planned activities, beneficiary engagement, and protection considerations.
- Ensure timely and appropriate identification and targeting of vulnerable individuals and households using participatory and inclusive approaches and metodologies e.g. Emergency Cash Assistance (ECA) criteria, participatory vulnerability assessments, under the direct technical guidance of the protection STO and in coordination with local protection actors and OPDs.
- Manage all aspects of cash distribution, ensuring inclusiveness, transparency, and protection-sensitive approaches, in line with cash for protection internal and external guidance and standards.
- Maintain accurate records of cash assistance, beneficiaries
- In coordination with the MEAL, safeguarding and protection teams, Ensure complaint and feedback mechanisms are functional and responsive to beneficiaries.

Collaborate with protection and/or MHPSS actors, staff, as well as partners, to ensure that protection risks are mitigated in cash programming

Mission 2: Providing project-based technical learning

- Monitor daily project activities and ensure compliance with HI technical and quality standards, under the

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technical oversight of the protection STO.

- Collect, analyze, and report operational and technical data to the Project Manager and MEAL team, in coordination with the protection STO
- Document lessons learned and field observations to inform project improvements and technical learning, in coordination with the Protection STO
- Support reporting for donor compliance, including achievements, challenges, and recommendations
- Ensure global and field technical specialists get the information they need and collaborate with technical divisions as needed, in coordination with the Protection STO
- Contribute to technical learning under the responsibility of the project manager, based on best and promising practices, and in coordination with the Protection STO
- Under the technical oversight of the protection STO, is responsible for the technical learning of projects based on lessons learned and good practices
- Adjust activities to audit recommendations as appropriate.
- Under the guidance of the protection STO Implement recommendations to improve the technical quality of projects.
- Under the guidance of the protection STO Ensure the technical quality and relevance of project activities implemented within their area of expertise; conduct self-evaluation of their project and participate in evaluation cycles under the supervision of the PM.
- Taking ownership of norms and standards anticipates and prepares for nexus adjustments.
- In coordination with the protection STO, Propose research and study topics.
- Under the guidance of the protection STO Oversee data collection for research activities.
- Under the guidance of the protection STO Contribute to the terms of reference for evaluations.

Mission 3: Contributing to the animation of his/her sector

- Coordinate closely with WFP, local authorities, community leaders, and technical partners to ensure smooth implementation.
- Represent HI technical standards in operational coordination meetings at the field level.
- Relay technical observations and recommendations to the Project Manager and the protection STO for adjustments or advocacy purposes.
- Assists in coordinating technical personal development and facilitating a community of practice, in collaboration with the technical division and in particular the protection STO . Conducts technical trainings for staff as appropriate.
- Contribute to the design and collection of operational data to ensure adequate monitoring of activities or ad hoc data collection activities, and ensure appropriate measurement of project completion in his/her area of

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expertise.

Mission 4: Contribute to ensure the technical influence of HI on its perimeter

- Contribute to the outreach of HI expertise: in coordination with the protection STO and under the authority of the protection PM, can represent HI technical expertise by delegation in relevant local, regional and international networks and with local partners.
- Where appropriate, coordinate and collaborate with the project's technical partners as delegated by the Project Manager and in coordination with the protection STO
- Relay and contribute to advocacy messages within its scope of work in coordination with the protection STO
- With support of project manager and in coordination with the protection STO, write new project content for the continuity or expansion of the project within its technical scope.
- Contribute to the writing of new proposals for new opportunities within its technical scope.

Mission 5: Emergency Preparedness and Response Responsibilities

- Ensure preparedness for potential emergencies affecting cash distributions.
- Contribute to the support or implementation of emergency preparedness actions of the program(s) and, during an emergency, adapts his/her work modality in order to contribute to an effective HI humanitarian response.
- Adapt work modalities to respond rapidly to evolving humanitarian needs and protection risks.

Other Professional Qualifications Required for position

- Bachelor Degree in Humanitarian Studies, Pure Economics, International Law and any other associated courses. Masters' degree will be an added advantage.

Other Professional Qualifications Required for position

South Sudanese Nationals.
Experience working with or supporting Organizations of Persons with Disabilities (OPDs).
Ability to work in multicultural settings and engage with diverse stakeholders

Work Experience /Skills Required for position

Experienced working in General food distribution and protection management committee duties

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Other Professional Qualifications Required for position

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Experience working with or supporting Organizations of Persons with Disabilities (OPDs).
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Application Submission

All hard copy applications must be submitted to HI Juba Field Office, or to MASS Office Aweil Gateway Residentencial Area, not later than **7th octobre 2025** or by email to **recruitment@southsudan.hi.org** Due to urgency of this positions, all applications will be reviewed on a rolling basis.

Please Note : 1) Persons with special needs and Women are encouraged to apply

2) This job description can be modified to align with the specific changes in the needs and context of the organization and project from time to time.

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