

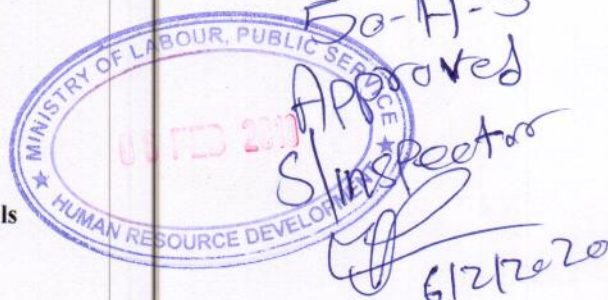


Job Advertisement

Program Manager

World Concern is a US-based, Christian humanitarian relief and development organization working in Africa, Asia and the Americas. Established in 1955, World Concern works to alleviate suffering among the poor in developing countries and to address the root causes in each context. World Concern's primary strategy is community-based, integrated development. World Concern works in multiple-sectors to build the capacity of village-based groups, non-governmental partners and other counterparts to lead and sustain their development. World Concern is committed to best practices of inclusive, participatory and accountable relief and development and maintains rigorous standards of both financial and program monitoring. Program assistance is provided on the basis of need alone, without regard to race, creed or religion.

Position : Program Manager
Country : South Sudan
Reports to : Country Director
Employment Terms : Contract
Status to : open to internationals and nationals



Purpose/Summary of the responsibilities

South Sudan Program Manager will provide leadership and management of South Sudan integrated programs that cover church engagement, food security, livelihoods and emergency response interventions to achieve World Concern Big Dream/strategic plan. The position holder will be responsible for day to day technical and operational projects support. He will lead the efforts of the organization in; identifying communities and programing opportunities, grant writing/fundraising and implementation of projects throughout the entire project cycle, coordination of activities, management of program staff and other resources, as well as ongoing monitoring and evaluation. The position will also take lead in building relationships with key stakeholders in South Sudan. The position reports directly to the Country Director.

Program Development:

- Identify and design programming opportunities into viable projects/programs.
- Oversee the effective set up, implementation and coordination of WC's projects in the region to ensure the targeted objectives are met.
- Provide administrative, logistical, and technical advice and support to the field teams and ensure rapid response and feedback
- Monitor and analyze the external environment particularly in relation to program areas, and make recommendations as appropriate for interventions
- Manage partner/stakeholders relationships to ensure growth of the program
- Ensure effective monitoring & evaluation systems are in place to align with WC objectives of shared learning, improved programming and beneficiary accountability
- Provide well written, informative and timely reports on program activities
- Support the Program teams in the development and implementation of annual and quarterly activity plans using the approved WC and donor formats and standards
- Communicate program goals and objectives with all program stakeholders
- Actively participate in the Country Management Team meetings and activities



- Monitor political and security situations in project areas and ensure appropriate security procedures and measures are in place and being followed.

Fund Raising:

- Grant writing/fundraising- Identify potential programing ideas/opportunities and convert them into clear, concise proposals with corresponding budgets to increase program funding base.
- Ensure all project activities are compliant with the donor and WC requirements/ standards
- Be in-charge of field donors' visits

Financial and Human Resource Management

- Responsible for budgeting, monitoring and controlling program expenses in consultation with the Country Director
- Ensure there is value for money in all project activities and that project staff are good stewards of the available resources
- Ensure all projects are using updated Life of Grant (LOG) Framework
- Identify project staff needs, ensure job descriptions are identified, work with Country Director to identify, recruit, orient and manage staff to support World Concern program.
- Provide management support to direct reports in their management of others, and their implementation of objectives, work plans and budgets.

A. Employment Standards:

1. Minimum skills, education and experience required:

- B.A. / BSC. in development related field (Development Studies, Agriculture, Natural Resources Management, Business Administration, Management, etc.). A master's degree in related field(s) will be a strong added advantage
- At least 7 years' previous experience working with an international organization and in multi-cultural setting.
- Proven, successful experience in project/program management and/or development.
- Analytical, able to multi-task and make rapid but sound decisions in a rapidly changing environment, especially under pressure.
- Experience with research and writing, especially in regards to fund-raising, compiling and analyzing financial reports, and grant-writing.
- Above average skills in MS Office Suite
- Commitment to accountability to beneficiaries and transparency, showing dignity and respect, and demonstrating listening and understanding skills
- Ability to build and maintain strong relationships with local communities and other stake holders
- Possess analytical and problem-solving skills, risk management skills as well as decision- making skills

B. Working Conditions:

- Requires periodic travel to areas of significant insecurity and field travels can involve driving on bad roads, traveling in small planes and frequent encounters with armed militia. Some additional travel to other regions may be required.
- Living conditions in the field may at times be harsh. Limited access in the field to medical care, energy/power, communication network, and other basic facilities.
- May require working extended hours and on weekends/holidays to meet deadlines.

Interested candidates should submit their applications and CV to wcafricahr@worldconcern.org not later than 26th February 2020. Application shall only be through the email above.

