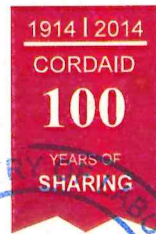


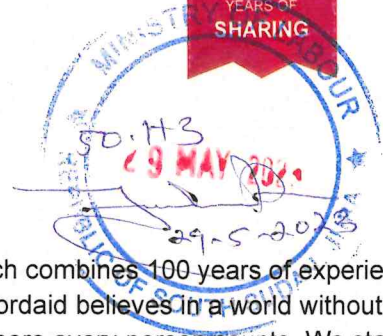


BUILDING FLOURISHING COMMUNITIES



## Vacancy notice

Advert opens 29<sup>th</sup> May 2023.



### Introduction

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. We also stand for professionalism, expertise and solidarity across borders, to make a difference where it is most needed. Together with more than 600 partner organizations in Africa, Asia, the Middle East and Latin America we structurally improve the living conditions of the poorest and most excluded populations - the bottom billion.

Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity building. Currently it has programs in the area of Emergency Response, DRR, Health, Food Security, Security & Justice, Women Leadership and Investments.

Presently, Cordaid is expanding its program in different parts of the country. For that purpose, additional capacity is required. Therefore, Cordaid South Sudan would like to recruit for the position of **Project Officer** "Bright Sight and Eye Service Project" **as detailed below.**

**Position:** Project Officer

**Based Location:** Torit

**Number of position (s):** One (1)

### Reporting Lines

The Project officer shall report directly to Area Coordinator– based in Torit

### General Summary:

The Project Officer will be responsible for planning, implementation, coordination, monitoring and learning, continuous improvement, reporting and evaluation of The Bright Sight: NTDs prevention and Eye Health Care for persons with disabilities and vulnerable groups project in Torit.

The job holder plays an active role in the State level advocacy, alliance-building, and networking. S/he will work in close collaboration with local partners who are implementing the Eye Care services in the state.



### **Duties and Responsibilities**

- Carry out administrative duties within the Bright Sight Project, including procurement of equipment, consumables, and other items.
- Assist in managing resources in the Inclusive Eye Health Portfolio in line with the approved budget and work plans.
- Support programme priorities, (cataract surgeries, refractive errors, glaucoma, low vision services,) including capacity building on disability inclusion.
- Coordinate and plan trainings of health care workers, schoolteachers, and community leaders of primary eye care.
- Support the implementation of programme quality framework and collection of disability disaggregated data; Support promotion of the engagement of Organizations of Persons with Disabilities (OPDs) in programme planning, monitoring and implementation.
- Advocate for disability inclusive approaches and stakeholders involved in community development; compile project reports (narrative and statistical) and submits to the Area Coordinator.
- Collect, consolidate, and share appropriately project data.
- Plan and coordinate stakeholders' meetings at State level and County level.
- Pro-actively communicate with the Donors to ensure seamless flow of information as appropriate.
- Together with the Ophthalmologist She/He will coordinate surgical and non-surgical outreaches to vulnerable communities and IPDs camps.
- She/he will be supervising the eye clinic staffs and review their JDs and KPIs appraisals.
- Ensure relevant new knowledge, project lessons learned/success stories and other learnings are internalized and documented.
- Track and monitor project implementation rate in relation to burn rate to ensure project activities are implemented timely.

### **Key qualification and competencies**

- Relevant academic degree in Public Health, Clinical, Nursing, Project Management, Sciences, Social Sciences, or related disciplines.
- Professional experience of 5 years in a national or international NGO with a track record in successfully managing inclusive development and/or humanitarian programmes in collaboration with national partners.
- Ability to prioritize work and meet deadlines.
- Experience in managing institutionally funded projects, including consortium led projects.
- Experience in working with various government/bi-lateral/major institutional donors.
- Proven good organizational and coordination skills as well as a high level of autonomy and flexibility.



**Further information and how to apply.**

Interested and qualifying applicants can submit their application letter including CV in English, copies of birth certificate, National ID and qualification documents, both phone and email contact details of at least 3 professional references, including most recent/current employer/supervisor to the following email [hr.southsudan@cordaid.org](mailto:hr.southsudan@cordaid.org)

Mention the vacancy reference number position in the subject line on the envelopes.  
e.g., **CSS004/05/23 Project Officer** "Bright Sight and Eye Service Project" -**Torit.**

**or**

Applications can also be hand dropped at Cordaid Juba Office located behind the Equatoria/UAP Tower. Just a few meters after the Strome Foundation to the attention of the **Human Resource and Administration Manager - Cordaid.**

Deadline for submission is by the **15<sup>th</sup> June 2023**

Cordaid is an equal opportunities employer and women are strongly encouraged to apply.

Only shortlisted candidates will be contacted. An integrity check will be part of the recruitment procedure.

All applications submitted cannot be returned.

**(South Sudanese Nationals Only)**

