



Torit Health Resource Center, Behind Wildlife Authority Office,

Hai Batary Residential Area, Torit Municipality

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Approved
15/1/2020



Job Title	Education Project Officer
Reporting to	Program Manager
Duty Station	Torit Municipality
Duration	Six (6) Months With possibility of extension
Starting Date	ASAP

The Eye of Mercy Organization South Sudan (TEMO-SS) is a National Non-Governmental Organization formed in 2012 in Torit County of former Eastern Equatoria State, TEMO-SS is legally registered National Non-Governmental Organization with South Sudan Relief and Rehabilitation Commission (SSRRC) in Juba Under Chapter 10 of NGOs Act 2016 with Registration Certificate No. 2482 and its Head office located at Torit Health Resource Centre, Hai Batary, Torit Municipality and our field office at St. Bakhita PHCC in Nimule Town council, Pageri County, Torit State former Eastern Equatoria State. Eye of Mercy operates in Greater Magwi County, Greater Torit County and Greater Budi County.

Eye of Mercy is looking for a dynamic person to fill the position of Project Officer (Man or Woman) for its Democratic International, SUCCESS Education Project, based in Torit Municipal, Torit State, South Sudan.

Responsibilities

- Serve as a focal point in absent of the program manager for The Eye of Mercy Organization South Sudan Education –related activities. Be continuously engaged with key stakeholders, the beneficiaries and the support for capacity building to the Parents Teachers Associations (PTAs) & School Management Committees (SMCs) in the selected schools.
- Manage budgeting responsibilities and monitor spending on education activities.
- Support training package development in collaboration with Stakeholders and education partners to enhance the capacity building of the PTAs & SMCs.
- Responsible for work plans monthly planning and weekly planning
- Provide strategic guidance for education activities including development and review of concept notes and budgets;



- Coordinate with the rest of the project team to ensure effective planning and achievement of program objectives.
- Establish and maintain good relationships with education cluster members.
- Coordinate with the M&E team to ensure completion of project objectives and lead measurement and data collection for education-related indicators and the achievement of performance targets for the team under the project's monitoring and evaluation frame work.
- Participate in education cluster and other related meetings at the field level.
- Responsible for timely request for procurements and cash.
- Ensure coordination and conducting PTAs & SMCs trainings to the members on resource mobilization, planning and management.
- Ensure timely reporting on the progress documenting success stories and gaps that can be used for future concepts development.
- Ensure participation of stakeholders and project team in activities implementation effectively and efficiently in line with The Eye of Mercy Organization South Sudan's standards with gender transformation approach.

Knowledge, Skills, Abilities and Experience Required.

- Bachelor's Degree/Diploma in Education or relevant subject.
- Professional technical experience, including 3 years in implementing education project especially Training of PTAs and SMCs in South Sudan.
- Demonstrated experience in capacity building, project design and budget management
- Strong understanding of South Sudan operational context
- Experience in working with and coordinating with the SMoEST and other stakeholders
- Strong interpersonal, intercultural and communication skills
- Excellent analytical and written skills, and good computer skills
- Fluency in English and Arabic, with strong English writing skills.
- Additional qualities: ability to multi-task, ability to handle pressure well, ability to improvise, flexibility, adaptability to transition.

NB: This position is open to South Sudanese Nationals Only and the position is subject to funding approval by the Donor.

APPLICATIONS SHOULD BE SENT TO:

The Eye of Mercy Organization South Sudan, Head Office, located at Hai Batary, Torit Health Resource Center, behind wildlife Authority, Torit Municipality or by **Email:** temoss2016@gmail.com

Your application should include: A cover letter addressed to the Human Resource Officer, The Eye of Mercy Organization South Sudan, comprehensive CV. The closing date for applications is **January 25, 2020**. Only shortlisted candidates shall be contacted. The candidate finally selected

