Humanitarian and Development Consortium
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HDC
HUMANITARIAN & DEVELOPMENT CONSORTIUM
We empower the communities

MINISTRY OF LABOUR
02 MAR 2026
REPUBLIC OF SOUTH SUDAN

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Approved
27/2/2026

INTERNAL AND EXTERNAL ADVERTISEMENT

The **Humanitarian and Development Consortium (HDC)** is a South Sudanese national non-governmental organization established in 2008 and legally registered with the Relief and Rehabilitation Commission (RRC) under Registration No. 137. Guided by its vision of *empowered communities*, HDC delivers high-quality, rights-based programming that prioritizes women, children, and other persons of concern affected by crises and climate shocks across South Sudan. Through this footprint, HDC is committed to strengthening resilience, promoting sustainable livelihoods, and enhancing accountability to affected populations in line with donor commitments and the **Core Humanitarian Standard on Quality and Accountability (CHS)**.

Currently, HDC is implementing the *Pathway to Empowerment (P2E)* project for Refugee and Displaced Persons (RDP) youth in South Sudan, in consortium with RLO. The project is designed to:

- Improve access to and retention in quality alternative and formal secondary education.
- Increase market-relevant skills among RDP youth.
- Expand opportunities for dignified and fulfilling work for diverse refugee, displaced, and host community youth.

To ensure quality delivery, compliance, and sustainability, the **Humanitarian and Development Consortium (HDC)** seeks to recruit an experienced **Livelihood Officer** to lead the implementation of the livelihood component of the *Pathway to Empowerment (P2E)* program. The officer will provide technical leadership and strategic guidance to both HDC and consortium partner RLO, ensuring that livelihood activities are effectively designed, implemented, and monitored in line with donor requirements, organizational policies, and the **Core Humanitarian Standard on Quality and Accountability (CHS)**. *It is in this framework, that HDC is to recruit;*

JOB TITLE:	Livelihood Officer	Duty station	Maban County
REPORTS TO:	Project Coordinator		
CONTRACT PERIOD:	One (1) year with possibility of extension	TYPE:	Full-time
OPENING DATE	27th February, 2026		
DEADLINE OF SUBMISSION:	18th March, 2026		
NATIONALITY	South Sudanese		

Job Purpose

The Livelihood Officer will report to the Project Coordinator-Education in Maban. He/she will responsible for implementation and provision of technical guidance to the Refugee Led

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Organizations (RLO) to implement all livelihood components of the projects. S/he will be responsible for assessments, planning, implementation, monitoring, capacity building (trainings), reporting and coordination with partners, UN agencies, clusters and local authorities, other key stakeholders and RLOs. The Livelihood officer will ensure that interventions are inclusive, market-driven, and aligned with the specific needs of RDP and host community youth, while integrating gender equality into all program components. The role ensures that interventions are contextually appropriate, rights-based, and aligned with donor requirements, organizational policies, and CHS commitments, while fostering sustainability and community ownership.

Key Responsibilities

1. **Program Management and Technical Leadership**

- Actively engage with relevant stakeholders and develop strategies for market-driven skills training, business development, and job placement tailored to RDP and host community youth.

2. **Program Planning and Implementation**

- Ensure all Livelihood Components of P2E projects are managed effectively and efficiently (on time and within budgets) and achieving set objectives and milestones as per required standards
- Ensure all strategies are informed by gender, age, and diversity analysis and respond to the unique barriers faced by young women and marginalized groups within refugees and host community.
- Provide technical support to staff of RLOs on inclusive livelihood programming.
- Lead implementation of needs assessments (e.g., labor market analysis, value chain studies, inclusive markets) to inform program impact.
- Ensure compliance with donor standards for program management
- Regularly monitoring field activities and provide timely inputs and feedback to the project Coordinator to ensure the implementation is effective and efficient;
- Work closely with logistics, including planning for procurement and delivery of project inputs
- Ensure feedback and accountability measures are in place to ensure the voices of beneficiaries and stakeholders are captured and responded to;
- Promote team collaboration and learning through regular reflection sessions and adaptive management.
- Provide capacity-building initiatives for Refugee-led Organizations (RLOs), strengthening TVET (Technical and Vocational Education and Training) programs, and fostering a supportive environment for youth to thrive both in education and entrepreneurship.

3. **Stakeholder Engagement and Partnerships**

- Coordinate with local authorities, private sector actors, vocational training institutions, and NGOs to create employment and apprenticeship linkages.

MINISTRY OF LABOR 02 MAR 2026

HUMANITARIAN AND DEVELOPMENT CONSORTIUM 27 FEB 2026

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- Liaise with local authorities, community leaders, and other stakeholders to strengthen collaboration and synergy.
- Represent HDC in livelihood-related coordination forums, clusters, and donor meetings.
- Strengthen partnerships with women's groups, youth networks, refugee leaders, and community-based organizations.
- Ensure HDCs visibility on relevant FSL platforms and missions including advocacy.

4. Monitoring, Evaluation, and Learning (MEAL)

- Guide the technical direction related to monitoring and evaluation activities of the program
- Review project's Detailed Implementation Plan (DIP) and targets regularly and suggest strategies to improve implementation to achieve the targets.
- Ensure donor contractual requirements are fulfilled, including projects interventions implemented by RLOs.
- Provide oversight, training, data management support and guidance on data collection and entry for data encoder.
- Submit all required reports in good quality and in timely manner (weekly, monthly, quarterly & donor specific) and in compliance with donor reporting standards and deadlines.
- Promote adaptive programming based on evidence and feedback from participants.
- Document lessons learned, success stories, and best practices to inform adaptive programming.

5. Compliance & Accountability

- Ensure adherence to CHS commitments, donor requirements, and HDC policies.
- Promote accountability to affected populations through feedback and complaint mechanisms.
- Uphold humanitarian principles, safeguarding, and protection standards in all activities.

Qualifications, Skills and Competencies Required

- Degree in Agriculture, natural resources management and livelihoods related fields
- Minimum of 3- 5 years' relevant experience in FSL program management and/or economic empowerment programs.
- Practical experience in project cycle management, log frame development, proposal writing and donor reporting
- Knowledgeable and experience on market system, market analysis, TVETs, Business development, including CMDRR.
- Good understanding of and experience in coordination with various actors
- Practical experience in working with CBOs, Consortiums, youth groups, women groups, and displaced/ refugee populations.
- Strong background in gender-sensitive and inclusive programming.
- Strong facilitation, communication, and team leadership skills.
- Fluency in English (spoken and written); knowledge of local languages is an asset.

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INTERESTED AND QUALIFIED APPLICANTS:

Interested and qualified applicants can submit their application letters including a CV in English, copies of Nationality and qualification documents, both phone and email contacts details of at least three professional reference (At least one a direct supervisor) to the following email: hdc.recruitment@hdcafrica.org or hand delivery to HDC office in Maban and HDC Coordination Office at Rock City in Juba, before 18th March, 2026. In a subject line of the email, indicate clearly the position you are applying for.

Note: *Only shortlisted candidates will be contacted and original documents will be required by the panel during the interview.*

Safeguarding & Gender Equality-HDC is committed to safeguarding and promoting involvement and participation of communities it serves. The Project Coordinator-Education must actively promote gender equity and inclusion, and uphold the highest standards of ethical and professional conduct in all activities.

NB: Humanitarian and Development Consortium (HDC) has zero tolerance for Sexual Exploitation and Abuse (PSEA) and adhere to safeguarding policy and code of conduct that is enshrined in the prevention of Sexual Exploitation and Abuse (PSEA) which is a mandatory to all the staff employed by HDC.

HDC is an equal opportunity employer and promote gender equality, inclusive, diversity and strongly encourage Female candidates to apply.

NB: Due to the urgent need to fill the position, HDC recruitment team will continually review the applications upon submission, conduct the interviews and possibly select the suitable candidate even before the deadline. If interested, kindly submit your application as soon as possible.

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