

# ACROSS AFRICA DEVELOPMENT ORGANIZATION

Working for a Better Africa

Seventh Day Roundabout, Tongping, Behind Shabelle Petrol Station.

Jong Munuki, Bilpam Road Juba - South Sudan Tel: +211927145444

Email: aadosouthsudan@gmail.com



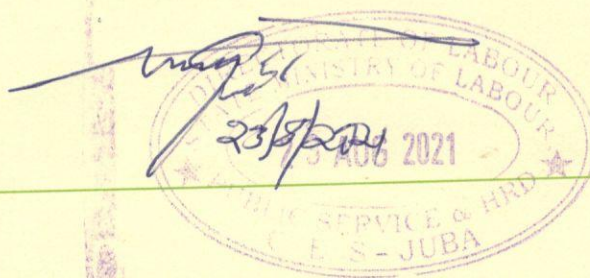
ACROSS AFRICA DEVELOPMENT ORGANIZATION (AADO)

## JOB VACANCY

Job Title:	Project Officer-FSL
Country Program:	South Sudan
Place of work:	Juba based
No. of Positions:	01
Program/Unit:	Food security and livelihoods
Monthly Salary:	As per the scale of the organization
Reports to:	FSL Program Manager
Length of Contract:	4 months
Position Opened for:	South Sudanese only
Start Date:	23-8-2021
Closing Date for Applications:	9 <sup>th</sup> -Sep-2021

## Organizational Background

AADO is a woman-led indigenous non - governmental organization legally registered in South Sudan with registration number 2604. AADO was established in 2018 by volunteer professionals in South Sudan as a non-political and non-sectarian organization. AADO's vision is of a world where people can live without a threat of conflicts and poverty, full of hope and respect for one another. Our current operations are focused in Jonglei, Eastern Equatoria, Central Equatoria, Western Equatoria, Western Bahr El Ghazal, and Upper Nile States. AADO is responsive, accountable, and committed to sanctity of life and dignified wellbeing for all. We are dedicated to saving lives and relieving suffering through capacity building, emergency response mechanisms and development programming in areas of food security and livelihoods, human rights and governance, health and nutrition, education, general protection and WASH. With support from DKH (Diakonie Katastrophenhilfe), AADO will implement a 4-month project titled "Strengthening Livelihoods, food security and improving the resilience of the most vulnerable population. The project will be implemented in Luri Payam, Juba County in Central Equatoria. The project aims at provision of livelihoods, food security and resilience support through training of farmers on improved farming practices, training of local market vendors on Business management skills and provision of unconditional cash assistance to the most vulnerable beneficiary households. From the above background, AADO is looking for suitably qualified persons to fill the above position.





## **Job Purpose**

Under the supervision of FSL Program Manager, Project Officer will be responsible for providing direct technical support and leadership, coaching and training (on agriculture, food security, livelihoods and resilience) and coordinate with the key stakeholders on project activities implementation.

## **Responsibilities**

- Spearhead the implementation of the project including planning, controlling and leading the project team (Extension Workers).
- Support the FSL-programme manager in implementation of foreseen activities in and off the field.
- Design appropriate training packages on improved farming practices, Business management skills and cash assistance for farmer groups, market vendors and CDCs respectively.
- Generate statement of requirements, verify and accept inputs for project beneficiaries and distribute the inputs accordingly.
- Assign and supervise subordinates in office and in the field including issuing daily instructions, guidance and conducting of appraisals.
- Carry out effective documentation of success stories/case stories in coordination with the M&E Officer and submit them to the management for approval and publications.
- Build the capacity of Extension Workers through training, mentoring and coaching.
- Coordinate with the M&E Officer to effectively monitor project performance against expected results.
- Support the management in creating social media platforms (i.e. what's app, Face book, blog, twitter etc.) to take AADO's interventions to the world.
- Evaluate staff performance and provide timely quality reports to the FSL-Programme Manager for upward actions.
- Identify project requirements, develop concept notes and initiate requisitions for funds.
- Become the project accounting officer for funds received including proper reporting and supportive documentations.
- Actively participate in funding raising activities of the organization through proposal writing and concept notes to sustain the programme.
- Actively participate in drafting activity, progress, quarterly, bi-annually and yearly reports as required and incorporate supervisors' feedback in a timely manner.
- Participate in beneficiary selection and ensure that procedures are well followed and documented.
- Ensure quality and timely implementation of the agreed activities with support from Extension Workers.
- Maintain proper data and records of all activities conducted and monitored in separate files per groups and aggregate the data as required.
- Ensure a sound M&E data collection and together with M&E Officer manage the database.
- Coordinate with other departments internally for learning and integrations.
- Attend orientations, cluster and other partner meetings as assigned by the supervisor.
- Any other official duties as may be assigned to you from time to time





## **Qualification**

- Must have at least a degree in any of the following: Agriculture, food security and livelihoods, Agribusiness, Development studies, Business Administration or any other related field.
- At least 3 years' relevant professional work experience in the similar areas and position advertised.
- Experience in team management and leadership.
- Must be Knowledgeable in Farming as a Business (FaaB).
- Experience working with community groups with extensive training, coaching and mentoring skills.
- Familiarity with food security and livelihoods, business, cash based programming with a minimum of 3 years' experience in direct implementation.
- Excellent communication skills both written and oral.
- Ability to work as part of a team and to foster team spirit.
- Strong computer skills require (word, excel, power point and internet) are necessary.
- Willing to travel to field sites as required.
- Fluent in English both spoken and written and should be a national.
- Knowledge of local language is a **MUST**.
- Have good interpersonal skills
- Able to communicate effectively at all levels within and outside the organization.
- Able to commit to the welfare and protection from sexual exploitation and all forms of abuse of children including beneficiaries.
- Ability to work under pressure and meet deadlines.
- Strong and proven integrity, time management and work prioritization skills;
- Commitment to upholding the organizational values and principles of AADO South Sudan

## **How to Apply**

Interested applicants who meet the minimum requirements should address their applications and CVs to Human Resource Manager or send via e-mail address on [aadosd.hr.recruitment@gmail.com](mailto:aadosd.hr.recruitment@gmail.com) and our head office is based in Juba in Tongping behind Shebelle petrol station off Munuki- Bill-pam road-former IGAD office.

Please DO NOT SUBMIT copies of transcripts or recommendation letters with the application. You will provide them upon request otherwise your application will be rejected. Only shortlisted applicants will be contacted

PLEASE MAKE SURE YOU STATE THE POSITION YOU ARE APPLYING FOR AS SUBJECT OF YOUR EMAIL ensuring that the job title is clearly stated in the cover letter. All applications deadline is COB 29<sup>th</sup> August, 2021. Kindly noted that AADO is committed to gender balance and diversity without distinction as to race, sex or religion, and without discrimination of persons with disabilities in the selection of its staff.

*NB: Due to urgent of this position we will keep on reviewing the application as the come and the interview may be done before the date line.*

