

Approve by Director Labour office
Warrap State Kuafah



NORWEGIAN REFUGEE COUNCIL (NRC)-SOUTH SUDAN
Vacancy Announcement

JOB TITLE: Livelihood & Food Security Assistant
REPORTING: Livelihood & Food Security Team Leader
DUTY STATIONS: Alek , Warrap State
DURATION AND TEPY OF CONTRACT: 5 Months renewable subject to funding
STARTING DATE: As soon as possible
SALARY: As per NRC National Scale

The Norwegian Refugee Council (NRC) is an independent humanitarian organisation. Our task is to improve international protection of refugees and internally displaced persons, and to offer emergency humanitarian assistance regardless of race, nationality or political views. Our efforts are founded on the principle that all human beings are entitled to a life in peace, liberty, safety and equality, as this is expressed in the Universal Declaration of Human Rights. NRC has been working in South Sudan since 2004. Our core competencies include Education, Shelter, WASH, Food Security & Livelihoods (FSL), and Information, Counselling & Legal Assistance (ICLA).

Being an employee of the Norwegian Refugee Council (NRC) in South Sudan, the Livelihood & Food Security Assistant is expected to represent NRC in a responsible manner and always act in accordance with NRC's Code of Conduct.

REPORTING TO

Livelihood & Food Security Team Leader

DUTIES AND RESPONSIBILITIES:

1. Ensure adherence to NRC policies, tool, handbooks, guidelines and donor requirements
2. Implement the FSL activities according to strategy, proposals, budgets and plans
3. Prepare periodic status reports and other documents as required by management
4. Ensure proper filing of documents
5. Break down the annual operational plans into weekly, monthly and quarterly implementation plans
6. Coordinate with relevant partners
7. Ensure that procurement, development and delivery of materials and equipment are timely and according to procedures
8. Train and guide contractors
9. Promote and share ideas for technical improvement in order to improve the quality of physical infrastructures created with WPF funding
10. Ensure that physical infrastructures created/developed are meeting both NRC and Donor specification and standard
11. Community mobilization, sensitization and awareness creation for meetings, inputs distribution, VSLA kits, start-up capital and trainings, baseline, PDM and end line assessment.
12. Undertakes regular activities monitoring and supervision and submit monitoring reports.
13. Responsible for both cereal and vegetable demonstration establishment and set up including assorted trainings basic agronomic and horticulture routine practices and management trainings.
14. Keeps the supervisor informed of project implementation challenges for timely response.
15. keeps track of beneficiaries list and any distributed items and safe and separate file



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16. Works closely with local authorities, mainly county agriculture department under the state ministry agriculture in delivering agriculture extension service trainings.
17. Ensures proper engagement of community members and other relevant stakeholders
18. Support all assessments.
19. Conducts weekly and monthly goods, services and commodities prices monitoring in main markets within Gogrial West County.
20. Other relevant tasks as assigned by the line Supervisor.

Qualifications and Competencies

1. University degree in agriculture/ rural development or diploma of the related field.
2. Having minimum of 3 years of experience and skills in Livelihoods and food security implementation in dynamic setting.
3. Previous experience with international NGOs in the same position the same field is an advantage
4. Previous experience from working in complex and volatile contexts
5. Documented results related to the position's responsibilities
6. Fluent in both English and Arabic, both written and verbal
7. Valid driving motorcycle license (SSD) and national identity documents are important requirements.
8. Knowledge of the context
9. Knowledge of both written and spoken English, Arabic and other local languages such as Dinka is an advantage.
10. Good-level competency in computer skills (common Microsoft Windows and Office applications)
11. Proven skills and experience in report writing
12. Strong organizational and logistical skills and the ability to work with little infrastructure and to function in difficult situations including limited transport options

Application Procedure:

- The applicant must provide a detailed CV as well as an application letter with an explanation as to why he/she would like to work for NRC, and why you believe you are the best candidate for this position. Contact details including phone numbers and address plus three references (one of these should be your current or most recent employer) are essential.
- Please do not submit original certificates. Submitted application documents will NOT be returned.
- Applications must be submitted no later than ^{22th} ~~15th~~ July 2022 in an enclosed envelope clearly marked "Application for Position of Livelihood & Food Security Assistant, Warrap State to NRC Offices (Hard copy only accepted)"

Only Females candidates are required to apply

Only short-listed candidates will be contacted, by e-mail or by phone.

Note: Due to the urgency of duties, the Hiring team will review applications on rolling bases and will select a suitable candidate before closing date