

## Job Announcement-Project officer IHA

HI-SOUTH SUDAN

Position title	Project Officer IHA
Position in duty Station	Pibor
Duration	5 Months
Working Day/time	From Monday - Thursday (07:30 AM - 05:00 PM) & on Friday from 7:30am-12:30pm
Salary	According to HI salary grade
Line Manager	Project Manager
Date of Advert	2 <sup>ND</sup> August 2024
Closing Date	22 <sup>ND</sup> August 2024

### Contextualization<sup>1</sup>

HI has been operating in South Sudan since 2006, implementing emergency and development actions aimed at improving protection, quality of life, and the promotion of rights of vulnerable individuals, including people with disabilities; persons with mental health issues; survivors of Sexual and Gender Based Violence (SGBV); Elderly Persons in need (EPN), and Orphans and Unaccompanied Minors. HI's current operations are centered in POC and IDP sites outside Juba city; as well as the host communities of Yei and Yambio in Central Equatorial and Torit in Eastern Equatoria, with the Country Office based in the capitol of South Sudan, Juba. Following requests from humanitarian partners through the Protection and Health clusters in mid-2014, HI launched its Flying Team mechanism, a mobile response that operated in South Sudan through integrated programming until 2020 and focused on providing inclusive humanitarian actions. Overall, about 50,000 direct beneficiaries (people with disabilities and other most vulnerable) are being targeted through functional rehabilitation, Individual protection assistance, MHPSS and Livelihood projects, with a strong emphasis on mainstreaming disability inclusion and enhancing inclusiveness in humanitarian action. HI current programs are funded by SSHF -South Sudan Humanitarian Fund-, FCDO, MOFA Luxembourg, GFFO and among other donors. HI South Sudan was increasingly solicited to support external actors (UN agencies, INGOs, OPDs) on IHA to strengthen

<sup>1</sup> Mandatory for all positions: Geographical and/or Operational Context

## Job Purpose

Under the supervision of the Project Manager, Project Officer IHA will be responsible in IHA support WFP, and its implementing partners in operationalizing the IASC Disability Inclusion Guidelines and implementing the four must-do actions FSL basic needs, support economic recovery and promote economic inclusion, especially for women and girls with disabilities. The position aims to address the urgent needs of persons with disabilities affected by the crises, especially those in Pibor

**Documentation and Replication:** Between 2022 and 2023, the World Food Programme (WFP) and Humanity & Inclusion (HI) jointly researched the long-term outcomes of a seven-month pilot project implemented in Yambio

### Missions / responsabilités<sup>2</sup>

#### **Key Responsibilities**

##### **Project Implementation**

- Empower persons with disabilities, their representative organizations, humanitarian actors, and stakeholders to deliver more inclusive responses.
- Remove barriers to allow access for to services and strengthen enablers.
- Strengthen meaningful participation of persons with disabilities and their representative organizations in the humanitarian response cycle. 4) Improve the quality of disaggregated data to better plan, implement, monitor, and evaluate humanitarian responses
- Build a relationship with all relevant stakeholders (health, protection, psychosocial) in Pibor town and project locations and the local community to encourage greater communication, collaboration, and coordination among partners from the protection, FSL, and health sectors.
- Provide response related trainings for the frontline staff of the other implementing partners on IHA basic concept and referral pathway.
- Contribute in setting the strategy and agenda for the coordination meetings and ensure HI activities and updated are reflected in the minutes are shared with all members of the coordination meetings in a timely manner.
- Liaise with stakeholders including Ministry of Gender Child and Social welfare and HI senior officer and Area manager to ensure GBV prevention and response activities are on track.
- Prepare and submit weekly, monthly and 3-month work plans in a timely manner and incorporate FSL specialist and Manager's feedback.
- Develop monthly outreach plan with community workers, based on case trends and ongoing needs of women and girls, include best ways to reach women and girls with disabilities who are more isolated/have special needs.
- Collaborate with community workers to organize awareness raising events, including mass awareness events and ensure response related topics covered in events in participatory manner with community.
- Compile and submit monthly reports in collaboration with project activities senior Officer.
- Monitor supply and logistical needs of project and ensure adherence to all relevant HI logistic policies, including management of materials in the warehouse.
- Ensure that all relevant financial documentation is complete and submitted to finance in a timely manner as required by HI finance policy.
- Foster a team spirit among project staff and work in smooth partnership with FSL service providers in Pibor
- Any other task designated by the Project Manager to ensure the proper implementation of the Program.
- Participate in project review meetings and lesson learn workshops.



### **Documentation and reporting**

- Ensure proper documentation of project activities including Project monthly report, Case management documents, PSS activities and awareness raising activities have proper and accurate means of verification and data bases.
- Make sure the project information is safe and in the lockable cabin or encrypted with password.
- Conduct regular GBV case audit and case conference to make sure all GBV cases filled are fully recorded and up to date.
- Regularly developing success stories for the beneficiaries.

### **Coordination and Representations**

- Collaborate with other humanitarian agencies and government stakeholders i.e. Government line ministries including RRC NGOs and UN agencies to promote and enhance the protective environment for IPDs and host communities.
- Maintain a positive image of Humanity & Inclusion at all times and in all circumstances
- Representation of HI in the Health, FSL, and IHA sub-cluster, Protection cluster at the field level

### **Other skills<sup>3</sup>**

#### **Eligibility/Qualifications**

University degree in Development Studies, Economics, Agriculture, microfinance studies, or any other related field.

A Master's Degree in International law would be an added advantage.

#### **Other Professional Qualifications Required for the Position:**

- Proven experience in implementing FSL programs or any relevant experience
- At least 3 years of relevant experience working with NGOs in the development/humanitarian field
- Experience in community development and working with vulnerable groups
- Experience working for Humanity and Inclusion before.

#### **Work Experience /Skills Required for Position:**

- Work and/or personal experience of working and providing support/training to persons with disabilities would be advantageous
- Good knowledge of the geographical area of Pibor and the local culture and languages.
- Ability and experience training others and speaking in large group settings
- Excellent interpersonal skills – oral and written.

<sup>3</sup> To be completed only for profiles with a technical skill that does not appear in the function description

### **Application Submission**

All hard copy applications must be submitted to HI Pibor field Office, not later than **22nd August 2024** or by email to [\*\*recruitment@southsudan.hi.org\*\*](mailto:recruitment@southsudan.hi.org) Due to urgency of this positions, all applications will be reviewed on a rolling basis.

Please Note

01. This position is strictly for South Sudanese
02. Persons with special needs and Women are encouraged to apply
03. This job description can be modified to align with the specific changes in the needs and context of the organization and project from time to time.
04. No submission of hard copy Applications to HI Country Office-Juba