

VACANCY ANNOUNCEMENT: PROGRAMME MANAGER

About FES

Friedrich-Ebert-Stiftung (FES) is a non-profit German foundation funded by the Parliament of the Federal Republic of Germany and headquartered in Bonn and Berlin. FES promotes the values of Social Democracy, together with partners around the world. Central to its work are the promotion of democracy and social justice, economic and social development, and the advocacy of human rights and gender justice. On the African continent, FES has been working for social justice, democracy, peace and international solidarity for over 40 years through its vast network of more than 20 country and project offices. It has encouraged and nurtured political exchange between Africa, Germany and Europe for many years, acting as a partner to political parties, parliaments, trade unions, media, civil society groups and the interested public.

FES is the only German political foundation with a permanent presence in South Sudan and has been active in Juba since 2008. Its activities focus on promotion of inclusive political and social dialogue, people-centred policymaking for equitable and gender just socio-economic development, participatory democracy and sustainable peace in cooperation with a wide array of South Sudanese partners.

FES-South Sudan is currently looking to fill the following position:

Job:	Programme Manager (full time)
Duty Station:	Juba, South Sudan
Type of contract:	One year fixed term with possible extension based on performance
Start:	As soon as possible

Duties and responsibilities

- Conceptualize, plan, organize, monitor, evaluate and further develop activities in line with the FES project outline, e.g., through high-level workshops, seminars, studies, public events and conferences in cooperation with different partner organisations or partner networks; this includes the preparation of concept papers, strategy documents and the completion of activity reports according to FES standards as well as preparation of Terms of Reference for research activities.
- Oversee budgets within working lines and managing project funds as per the organization's rules and regulations.
- Assessment, analysis and reporting of socio-political developments and trends in South Sudan.
- Identifying new areas of policy advocacy, research or training needs with regards to promoting democratic state-building, gender justice and inclusive politics.
- Build, maintain and continuously improve both FES and individual networks with civil society actors, policy makers, government institutions, strategic partners and think tanks on topics relevant to the work of FES.
- Actively assesses, propose, and deepen strategic partnerships with existing or potentially new partners and opportunities for cooperation with FES.
- Design innovative approaches and formats for activities and policy advice, including moderating events in cooperation with partners.



- Providing input/updates/briefings for internal processes such as planning sessions, meetings, strategy development as requested by the Country Director from time to time.
- Represent FES in relevant activities/conferences.
- Provide guidance and relevant support to project officers, administrative assistants, accounts department and interns on the work processes.
- Maintain regular/periodic communication with other FES offices/programmes on the continent and across the globe.

Competencies and requirements:

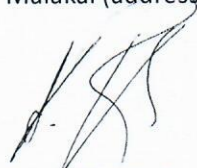
- Bachelor (B.A.) or higher degree in political science, development studies, or related fields
- Minimum of five years of experience in programme management or coordination in a busy non-profit organization
- Excellent computer and IT skills, especially the use of office software packages such as MS Word, Excel, Power Point, and digital meeting platforms
- Proficient knowledge of spoken and written English
- Identification with FES' mission and values
- South Sudanese national

Other skills required

- Collaborative approach to working with others.
- Ability to work independently and responsibly, manage priorities, work under pressure and meet tight deadlines.
- Initiative and high level of integrity, reliability, and ability to familiarise oneself quickly with new topics, tasks and to acquire new skills.
- Strong written and verbal communication skills.
- Experience in moderation and public presentation and speech.
- Strong project management skills.
- Excellent problem-solving skills.

How to Apply

Applications should consist of a typed motivation letter, a comprehensive CV and at least two references. FES is an equal opportunity employer - all applications will be considered on merit alone. FES South Sudan welcomes applications until Wednesday, 23 August, 2023 by sending above mentioned and supporting documents in one single pdf file to margaret.mkavita@fes-southsudan.org or hand delivering hard copies to the FES office in Hai Malakal (address in footer). Only shortlisted candidates will be contacted.



Dr. Anna Reuss
Country director, FES South Sudan



Juba, 3 August 2023