

Internal/External Vacancy Announcement

Samaritan's Purse is a non-denominational evangelical Christian organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan's Purse has helped meet needs of people who are victims of war, poverty, natural disasters, disease, and famine with the purpose of sharing God's love through His Son, Jesus Christ.

Vacancy: Food Security and Livelihoods (FSL) Program manager
Reports to: Area Coordinator
Duty Station: Mayendit – Unity State
Start Date: January 1, 2023
Posting date: November 30, 2022
Deadline of Application: December 19, 2022.

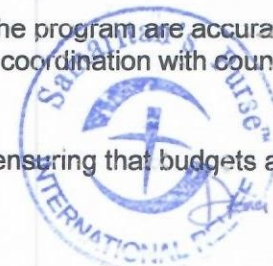


SUMMARY OF THE POSITION

The Food Security and Livelihoods Program Manager is responsible for all FSL projects in the greater Mayendit in unity state. The work is with vulnerable household to provide the means to improve and secure food production. Responsibilities include developing new projects (in coordination with the Program Development team and Area Coordinator), supervising project staff, overseeing project implementation and management, leading on reporting, and working closely with government counterparts. The FSL PM should demonstrate a strong Christian faith and willingness to work together

MAJOR DUTIES AND RESPONSIBILITIES

1. Team Management
 - Recruitment of staff for the project in Mayendit
 - Mentor the Project team on FSL interventions and on humanitarian and sphere standards.
 - Assess the capacity of the team on a regular basis, suggest and conduct trainings, and propose new recruitments whenever required
 - Supervise the project team and directly supervise the field staff, assign objectives and plans of actions and control the quality of their work on a regular basis.
 - Ensure HR procedures and documentation is implemented and followed (attendance, leave, appraisal, recruitment, disciplinary actions. ...)
2. To ensure timely and quality implementation of FSL projects at Mayendit base
 - In coordination with the grants department, area coordinator and FSL Technical Lead, design project Cycle Management tools, including: monitoring, Activity Progress Reports, Budget follow Up, Project Procurement Plans, to ensure quality and timely implementation of the activities.
 - To prepare a work plan for the project, in coordination with the project team and make sure that the program activities are implemented in respect to the work plan.
 - To ensure monitoring and evaluation plan of the program is effective and functioning both for direct and indirect results of the project.
 - To provide guidance to the project teams in weekly planning of activities (input distribution, trainings, set up, maintenance, monitoring, reporting, etc.) and to ensure these plans are in line with project work plan.
 - To ensure timely procurement of goods and services for the program are accurate, regularly updated, budget follow-up and forecast, in close coordination with country office.
3. Overseeing project implementation
 - Assist in the development of project budgets and lead in ensuring that budgets are appropriately spent according to donor requirements



- Lead in monitoring the progress of project outputs, ensuring quality delivery on a continual basis
4. Reporting
 - Prepare and submit weekly and monthly internal reports
 - Prepare and submit donor reports as needed, by the grants team.
 5. Working closely with NGO and government counterparts ensuring partnerships are developed with county local authorities.
 - Attend FSL coordination meetings at the county.
 - When possible, engage relevant line ministry at the county, staff and work with local offices on information sharing and activity updates.
 6. All other duties deemed necessary by the area coordinator/TL
 - Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
 - Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
 - Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

PREFERRED SKILLS/QUALIFICATIONS:

- Excellent written and spoken English
- Ability to speak Arabic or Nuer preferred
- Four-year degree in Agriculture or equivalent in field-level work experience
- Proficient in Microsoft Word, Excel, and Outlook
- Able to be diplomatic in communications with all NGO, governmental, and community partners
- Demonstrated flexibility and adaptability in an ever-changing environment
- Must be culturally sensitive and respectful of church leaders from all denominations

Samaritan's Purse has "Zero Tolerance approach" to Sexual exploitation and abuse and does not allow any partner supplier subcontractor, agent or any individual engaged by Samaritans Purse to engage in any form of sexual abuse or exploitation against Vulnerable or other adult's associating with its work.

How to apply: Address your application to HR Department – Samaritan's Purse International, Juba and submit your hard copy Cover Letters, CVs & Academic documents to SP Country Office situated in Hai Cinema next to Landmark Hotel or our field site bases by **December 19, 2022 before 5:00 PM.**

Only South Sudanese applicants will be considered for this position. Women are strongly encouraged to apply. Also, kindly know that application screening will be done on weekly basis due to urgent need for the position.

Applications can also be sent via email to: RecruitSouthSudan@samaritan.org.

We do appreciate your interest in working with us. However, only short-listed candidates will be contacted.

