



Norwegian People's Aid

South Sudan

50-H-3



Vacancy Announcement: Grants Manager-Juba, South Sudan

Norwegian People's Aid (NPA) was founded in 1939 as the labour movement's humanitarian solidarity organisation. Our vision is Solidarity in Action, and we aim to improve people's living conditions and to create societies that are more just and more democratic. In Norway, we have around 14000 members, and in total 2500 employees working in more than 30 countries around the world. NPA's core areas are International Development, Humanitarian Mine Action and Disarmament, First Aid and Rescue Services and International Solidarity, Anti-Racism & Inclusion. In all our interventions, we continuously work to reduce our climate- and environmental impact.

The programme in South Sudan is among our biggest programmes. NPA has been present in South Sudan since 1986, and have been running a great variety of programmes, including mine action, humanitarian relief, health programs and more. The aim is to contribute to a democratic, just and safe society. Currently NPA SS works in three programming areas i.e. Rural Development, Emergency Response and Civil Society. NPA work in line with triple nexus, and have 9 field offices.

Location: Juba, South Sudan with travel to field locations in country as required.

We offer

- A chance to play a crucial role within grants management in one of NPA's biggest programmes.
- Comprehensive salary package including country specific allowances and insurance scheme.
- Five weeks' annual holiday plus one additional week off for expats.
- Three international flights home per contract year.
- R&R scheme.



Please note that we offer a two-year contract* with the possibility of renewal. The salary and allowances are subject to income tax according to NPA's Tax Policy. The working conditions, including annual leave, follow the Norwegian Working Environment Act.

Requirements

- Relevant university degree.
- At least three years' experience, and demonstrated success with donor report and/or proposal development in an international NGO.
- Working experience from programmes funded by larger donors, such as the European Commission, BPRM and WFP.
- Demonstrated success in project designing, implementation, monitoring, evaluation and reporting, including knowledge of Theory of Change.
- Proven skills in budgeting, finance development and risk management.
- Experience in incorporating gender equality and protection in programming.

- Excellent communication and organisational skills and fluency in written and spoken English.
- Excellent report writing skills and respect of deadlines.
- Experience from South Sudan or other fragile state(s) is an advantage.
- Experience in vulnerability assessments, monitoring and evaluation in emergency and conflict situations is an advantage.
- Excellent interpersonal skills and ability to work in a multi-cultural/multi-national setting, and with a high level of respect for local culture.
- Analytical and problem-solving skills and the ability to work independently and as a team.

What you will do

- Proposal development, including coordination oversight of concept notes, proposals and budgets.
- Funding strategy and portfolio, including developing and updating of NPA South Sudan funding strategy, donor mapping for new funding opportunities, consortium development and coordination with UN donor platforms.
- All tasks and activities related to grants management, including donor compliance, reporting, grant opening meetings, coordination with relevant colleagues at field- and Head Office level and facilitation of trainings and support to relevant staff.
- Information Management, including briefings to external stakeholders, donor liaising, publishing of materials on social media pages, provision of communication material to Head Office, and act as a focal point for the design of visibility materials for NPA South Sudan.
- Provide leadership, advice and support staff across all the programme locations and ensure that the team works within NPA's principles and core values.

Instructions for applying

Please apply by the 2nd February 2023 at the latest.

We encourage all qualified candidates to apply. When you apply for a job in Norwegian People's Aid, you will be treated objectively. We focus on diversity and inclusion, and strive to minimize any potential biases throughout our recruitment processes. Female candidates are encouraged to apply. You will hear from us within two weeks after the application deadline.

We kindly ask you to carefully read NPA's [Code of Conduct](#), [Safeguarding Policy](#), and [Anti-Corruption Policy](#) before you submit your application. If you are the selected candidate for this position, you will be asked to complete and sign a Safeguarding self-declaration as well as our Code of Conduct.

*Validity of the offer and contract depends on satisfactory medical certificate, full vaccination, valid travel visa and necessary permits for service and residency in the country of service. The offer and contract also depend on donor funding and might be subject to donor approval.

