

THE UNITED NATIONS CHILDREN'S FUND (UNICEF)



**Invites applications from South Sudanese Nationals for the position of Programme Officer, (NO-B), Aweil
(Fixed-Term Appointment)**

If you are South Sudanese National who is passionate and committed professional and want to make a lasting difference for children, the world's leading children's rights organization would like to hear from you.

Purpose of the post

Under the general supervision of Chief of Field office Wau, manage overall coordination/supervision UNICEF supported programmes through State ministries, civil society organization cluster and co-cluster lead mechanisms in Northern Bahr El Ghazal State. Provide guidance on the onset of an emergency; participate to oversee all aspects of the inter-agency planning process. Coordinating agency for certain programme sectors (e.g., health, nutrition, education, water and environmental sanitation, HIV and Aids child protection and nutrition).

Major Duties and Responsibilities

- Contribute to country programmes by supporting knowledge management through providing professional assistance in data collection and analysis, complete and accurate reporting as well as participation in the Programme Knowledge Network system of "lessons learned" and other corporate-level databases.
- Provide professional technical assistance in the preparation of the Situation Analysis for programme development and management by collecting and analysing data and monitoring implementation progress. Contribute to the identification of critical intervention points and measures by administering a consistent and transparent monitoring system; analyse country level socio-political-economic trends and their implications for on-going programmes and projects.
- Monitors programme implementation progress and compliance. Monitors the allocation and disbursement of programme funds, making sure that funds are properly coordinated, monitored and liquidated. Takes appropriate recommendations or actions to optimize use of programme funds.
- Support rights-based programmes approach in the formulation of programme goals and objectives and development of strategies and implementation frameworks. Collaborate with partners and assist in the strengthening of quality of child rights-based programmes consistent and effective planning, design, implementation, monitoring and/or evaluation of programmes and projects.
- Undertakes field visits to monitor and assess programme implementation and decides on required corrective action.
- Promote and maintain the building and reinforcing of the commitment and institutional capacities of the national and local partners by identifying these partners and partnerships and providing continuous supports, coordination and collaboration for sustainability. participatory and community-based approaches Participate in field advocacy activities by planning visits of field staff, Wau, donors etc. including preparing background briefing information materials (e.g., programme summaries, Northern Bahr El Ghazal State fact sheets), and necessary logistic arrangements. Highlight the achievements of Northern Bahr El Ghazal State UNICEF programme. Maintain close collaboration with UNICEF Wau field office for effective overall coordination.
- Analyse programme related issues and policies from a children's and women's rights perspective and advocacy at the community and family levels for elevating credibility in national policy debates. Promote the organization goals of UNICEF through active advocacy and communication.
- Collaborate with the Operations Section to establish and maintain sound internal controls supportive of programming endeavors and to coordinate financial and supply management requirements and accountability. Approve allocation and disbursement of funds ensuring they are properly coordinated, monitored and liquidated in accordance with the programme budget allotments (PBA).

Minimum qualifications & experience required

- University degree in one of the following fields: social sciences, public administration, law, public health, nutrition, international relations, business administration or other related disciplines.
- Five year of relevant professional work experience at the national or international level in programme/project development, planning, implementation, monitoring, evaluation or administration.
- Fluency in spoken and written English; Knowledge of local languages of South Sudan.

Remuneration: An attractive package will be applicable at the UN salary scale including social security benefits.

Submission of Applications:

Applications from qualified South Sudanese nationals, accompanied by updated CV in English and a completed United Nations Personal History Form, (**which can be downloaded from our website at www.unicef.org/employ**) should be sent to the address below by on or before **Friday 05th April 2013**. UN/UNICEF staff members are requested to enclose their 2 most recent Performance Evaluation Reports with their applications.

Send application to: **Human Resources Officer**

UNICEF South Sudan Country Office, Juba OR Preferably: Email: jubavacancies@unicef.org.

Vacancy # UNICEF VA 2013/03/04 – Programme Officer (Coordination), (NO-B), Aweil

UNICEF, South Sudan

Juba

UNICEF is committed to gender equality in its mandate and its staffs. Qualified female candidates and persons with disabilities are encouraged to apply. Only short-listed candidates will be contacted.

UNICEF is a smoke-free environment, Zero tolerance of sexual abuse and exploitation is our policy