



OXFAM

OXFAM IN SOUTH SUDAN

P.O. BOX 239 - JUBA NA BARI AREA

JUBA - SOUTH SUDAN

External Advert

Oxfam is a global movement of people working together to end the injustice of poverty.

That means we tackle the inequality that keeps people poor. Together we save, protect and rebuild lives. When disaster strikes, we help people build better lives for themselves, and for others. We take on issues like saving lives, governance and peace building, education, land rights and discrimination against women. And we won't stop until every person on the planet can enjoy life free from poverty.

We are an international confederation of 19 organizations (affiliates) working together with partners and local communities in the areas of humanitarian, development and campaigning, in more than 90 countries.

All our work is led by three core values: Empowerment, Accountability, Inclusiveness. To read more about our values please click [here](#)

Job Purpose To manage Oxfam's programme in a specific area of South Sudan .

Position: Programme Quality Coordinator
Location: Juba
Grade & Level: C Zone 1 Global
Contract Type: Fixed Term
Number of post reporting:

KEY RESPONSIBILITIES

Evidence-based programme design and learning

- Leading annual planning and reporting processes.
- Coordinating all studies (research baselines, evaluations, RTR, assessments, etc;
- Providing technical support to programme teams and partners on MEAL.
- Representing Oxfam in SSD externally on matters relating to MEAL and PQ.
- Linking country program team to external expertise in MEAL/PQ with colleagues in OI, OiA and Affiliates; leading country learning events.
- Ensuring compliance with OI PQ/MEAL standards and policies.
- Lead Knowledge Management including supporting teams to design MEAL tools and country data collation, management, and use

Oxfam in South Sudan

The future is Equal

<https://africa.oxfam.org/>



- Ensure evidence-based programming, feeding learning into programme design and strategy
- Coordinate and produce key learning documents in country, including managing research, study and other reviews and evaluations
- Translate lessons learned at programme level to inform senior management strategy.
- Contribute to strategic technical planning and design of programmes
- Contribute to proposal writing and logframe developmentLead and coordinate on donor reporting and MEAL support.

Programme Accountability

- Maintain oversight for the quality of the work and accountability mechanisms in the field and in Juba, working together with the technical team; support senior managers in delivering their responsibility for the quality of the work and strong accountability in the field and in Juba.
- Lead and coordinate on donor reports and ensure project quality and reporting deadline are met.
- Strengthen donor and beneficiary accountability within the humanitarian, development and campaigns programmes
- Support technical staff implementing an accountable programme plan at each field location, reflected in reporting
- Ensure that accountability and community feedback mechanisms are implemented and utilised according to agreed principles and following the minimum standards of accountability.
- Focal point for Oxfam's Peoplesoft programme accountability system; coordinate quality of system data and rollout of accountability mechanisms such as CAMSA.
- Responsible and lead on Country annual and quarterly management reports to region and HQ in coordination with other program and support units in country.
- Focal point and lead for PIP development and Opal project development, monitoring and management.
- Implement Oxfam International Program standards for improved program quality.

Programme Strategy

- Monitor programme quality strategy for South Sudan
- Strengthen the linkages between humanitarian and development programming; acknowledge the flexibility required between the two departments.
- Help the program teams to translate the OCS in more practical processes.
- Lead and coordinate in the development of the Country operating model and the annual operating plan.
- Support and coordinate with all program teams to ensure Programme Quality elements imbedded in their team plans.
- Provide support to all the programme teams on their strategic plans for the programme and ensure quality input and discussion from the technical teams to support the programme implementation and delivery

Capacity building and coordination



- Coordinate and engage with MEAL officers and link the program MEAL work with larger organisational strategy. Form key part of technical team and support Programme Managers. Ensure good coordination, facilitation and 'problem solving' with the teams and staff as and when needed
- Ensure the project teams and relevant staff know and use the Programme Quality concepts and tools.
- Lead and Train staff and teams on OPAL development, management and monitoring.
- Raise the profile of programme quality organisationally; build capacity of Programme Quality in humanitarian, development and campaigns functions
- Coordinate with other programmes and agencies on partnerships, WASH, EFSL, livelihoods, Resilience, Protection, and Gender issues

Programme Implementation & Project Cycle Management

- Work with technical teams to facilitate programme implementation across the country.
- Provide support to the project teams in designing a monitoring and evaluation framework, accountability and learning tools, conducting field Programme Quality exercise and data management and analysis.
- Be responsible and lead on Programs reviews and PIP and Country learning reviews.
- Attend monthly monitoring meetings and produce quarterly Programme Quality report.
- Regular review and monitoring Opal projects and highlight issues to teams and managers.
- Lead and support in identification of agencies/ academia/consultants for program reviews, study , evaluations etc

Required Technical Skills, Experience & Knowledge

- Minimum of bachelor's degree in social science, management studies, statistics or any other related MEAL field is required with at least 5 years of progressive work experience in MEAL
- Prove and strategic implementation ability with strong connectional and analytical skills for planning, monitoring, and learning.
- Qualitative and quantitative analysis skills and experience of working on monitoring, evaluation and learning processes within an INGO context preferably in humanitarian and Development context
- Experience of development and humanitarian emergency work and an understanding of Livelihoods, Resilience, WASH, EFSL, protection, and gender needs
- Strong interpersonal skills and ability to communicate in English clearly both verbally and in writing and with all levels of staff.
- Systematic and organised in approach, with ability to work on own initiative.



- Experience on program cycle management and research and evaluations.
- Capacity to adapt a Programme Quality strategy based on the response program and the needs of the field.
- Highly developed cultural awareness and ability to work well with people of diverse backgrounds and cultures.
- Willingness to work and travel in country, often under difficult and insecure environments, for up to 80% of time.

Desirable

- Excellent personal management and communication skills, in written and verbal English, with high impact influencing and persuasive skills and able to use different approaches to achieve followership. Acceptable level of Arabic
- Behavioural competencies (based on Oxfam's Leadership Model)

NB: Female candidates are strongly encouraged to apply.

Only short-listed candidate will be contacted.

Deadline for submission of applications is 31 October 2024. Interested Applicants should send soft copies of their CVs and Cover letters and copies of academic certificates responding to the Required Technical Skills, Experience & Knowledge to our External Oxfam Link on <https://jobs.oxfam.org.uk/jobs/vacancy/programme-quality-coordinator-int10689/22731/description/> And to our Internal Oxfam Link on <https://jobs.oxfam.org.uk/internal/vacancy/programme-quality-coordinator-int10689/22731/description/>

Oxfam is committed to preventing any type of unwanted behaviour at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and committed to promoting the welfare of children, young people, adults and beneficiaries with whom Oxfam GB engages. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us.

Oxfam is committed to safeguarding and promoting the welfare of children, young people and adults and expects all staff and volunteers to share this commitment. We will do everything possible to ensure that only those that are suitable to work within our values are recruited to work for us. This post is subject to a range of screening checks.

