



# USAID | SOUTH SUDAN

FROM THE AMERICAN PEOPLE

**ANNOUNCEMENT NO: VA-13-10**

**OPEN TO:** All interested and qualified South Sudanese. Current mission employees serving a probationary period are not eligible to apply.

**POSITION:** Project Management Specialist-Monitoring & Evaluation

**OPENING DATE:** Thursday: August 15, 2013

**CLOSING DATE:** Thursday: September 13, 2013 4:30 p.m.

**WORK HOURS:** Full-time; 40 hours/week

**POSITION GRADE:** FSN 10

The United States Agency for International Development (USAID) South Sudan is seeking applications for the position of Project Management Specialist-Monitoring and Evaluation in the Health Office.

#### **JOB SUMMARY:**

The Project Management Specialist for Monitoring and Evaluation (M&E) in the USAID/South Sudan Health Office serves as the principal M&E Specialist to the Health Office team members for the implementation of USAID's Evaluation Policy, and is also responsible for overseeing the Mission's compliance with U.S. family planning and statutory and policy requirements. S/he provides technical advice, strategic leadership, technical assistance, and guidance to the Health Office and implementing partners in establishing research and evaluation agendas and ongoing program monitoring actions. The USAID/South Sudan Health Office is responsible for managing a portfolio that includes HIV/AIDS prevention and treatment as part of the President's Emergency Plan for AIDS Relief (PEPFAR), malaria, tuberculosis, polio, reproductive health and family planning, maternal and child health, nutrition, rational pharmaceutical management, integrated disease surveillance and response, health systems strengthening, and water, hygiene and sanitation (WASH). The M&E Specialist will play a significant role in helping to manage and strengthen systems to assess and monitor program performance across the health and WASH portfolios. S/he will work closely with Health Office technical staff, PEPFAR staff, and implementing partner organizations, as well as the Government of South Sudan (GOSS) Ministry of Health (MOH), Ministry of Water Resources and Irrigation (MRWI), South Sudan HIV/AIDS Commission (SSAC), multilateral and bilateral donor agencies, and UN technical agencies. His/her principal duties are to provide guidance in monitoring and evaluation to the Health Office's portfolio of activities and serve as the Agreement Officer's Representative/Contract Officer's Representative (AOR/COR) and/or Activity Manager for Health Office-led evaluation activities. S/he also serves as the senior advisor in the areas of demography, population, health research, and monitoring and evaluation.

**EDUCATION (10)** A BA degree in economics, sociology, public health or closely related field is required. A MA degree in demography, public health, or public policy, with a strong background in social science, research, and/or statistics is highly desirable.

**EXPERIENCE: (20)** Five to seven years (5-7 years) of progressively responsible professional-level experience using social research data to analyze trends and behavior, analyze policy and/or evaluate program impact is required. At least two years of this work experience should have been in development assistance or related work with donor organizations, South Sudanese organizations, universities, and/or private sector institutions. Experience developing and implementing surveys/questionnaires is required. Experience in managing program implementation and evaluation of family planning, reproductive health, maternal and child health, health care, infectious disease, and/or health services delivery research is highly desirable. Experience integrating gender into monitoring and evaluation is required. Must demonstrate evidence of experience in the analysis and interpretation of data/information and communication of findings in written and oral form including reports and presentations.

**LANGUAGE :( 10)** Level 4 (fluent) in spoken and written English. Fluent Arabic is required. The ability to effectively communicate in any of the local South Sudanese tribal dialects is desirable.

**KNOWLEDGE, SKILLS AND ABILITIES: (60)** A thorough knowledge of the current concepts, principals, techniques, and practices related to monitoring and evaluation of the key technical areas of the USAID portfolio is required. Key technical areas include demographics, family planning/reproductive health, maternal and child health, nutrition, health financing, governance, health systems, infectious and non-communicable diseases, gender, and WASH. A thorough knowledge of (or potential to quickly learn) USAID family planning programming, policies, regulations and laws is required. Knowledge of South Sudan's economic social and cultural characteristics and of the history of development assistance activities in South Sudan as they relate to the health portfolio is required. Thorough knowledge of the South Sudanese public sector health system and the GOSS Ministry of Health is preferred; knowledge of SSAC and MRWI is required. A working knowledge of South Sudan development prospects, priorities, governmental policies, regulations, objectives and resources in the sector is preferred. Knowledge of, or the potential to quickly learn USAID administrative regulations and procedures, mission organizational structure and functional responsibilities, and USAID correspondence and filing regulations and procedures is required.

Demonstrated administrative and management skills (including file system management), and strong communication skills are required. Excellent presentation and writing skills to make persuasive and substantive written and oral presentations to officials and policymakers is required. Excellent writing skills to prepare polished written documents for high level readers is desired. Tact, diplomacy, interpersonal and negotiation skills are required to establish and maintain effective contacts with senior-level South Sudanese and American officials and with important persons in the private sector. Integrity, reliability and the ability to furnish information and advice with detachment and objectivity are required. A high level of proficiency in Word, Excel, and PowerPoint, is required.

Must be willing and able to travel to all States in South Sudan, including overnight visits. When performing field visits, must be able to conduct interviews in a manner that is sensitive to client and provider privacy, including issues surrounding family planning and abortion. The ability to be neutral in all interactions and to exhibit good judgment is essential. Must be able to pick up on nuances in survey responses and probe for additional information in a courteous way. Must have the ability to interact and

communicate in a professional and courteous manner with people from all geographic areas, different cultural backgrounds, and socio-economic levels (low and non-literate). Must be able to defend and represent USAID family planning compliance laws and policies to South Sudanese counterparts. Excellent communication skills and sound judgment to effectively advise USAID and project counterparts on all aspects related to family planning compliance and monitoring and evaluation are required. In addition to the ability to work effectively as a team member, the M&E Specialist must also be highly motivated and able to work proactively as a "self starter."

#### **COMPENSATION PACKAGE**

**Position Grade Level: FSN-10.** Starting salary and grade will be determined on the basis of qualifications, work experience and/or previous/current salary history. The salary range for this position is \$21,680 - \$32,516. In addition there are various allowances amounting to approximately 35% of the salary. For this position the allowance range is \$12,426.10 - \$13,693.90 as per the current U.S. Government Local Compensation Plan for South Sudan.

#### **HOW TO APPLY**

Applicants are required to submit an application package on the attached Employment Application Form along with a cover letter of interest, which clearly describes individual's qualifications for this position, and their CV to USAID by email to: [jubahr@usaid.gov](mailto:jubahr@usaid.gov) OR Deliver one copy to: USAID/South Sudan, Juba. Applications Box is outside Consular Entrance. The DS 174 form is available on US Embassy web site:

[http://southsudan.usembassy.gov/job\\_vacancies.html](http://southsudan.usembassy.gov/job_vacancies.html)

#### **Required Documents:**

1. Cover Letter of Interest (including vacancy # of the position)
2. An up-to-date Resume/C.V
3. USAID Application Form (to be filled out completely)

#### **Note:**

- Only short-listed candidates will be notified.
- This vacancy is only open to nationals of South Sudan.
- Application submissions without the required USAID Employment Forms and supporting documents will not be considered.
- No in-person appointments or telephone calls will be entertained.
- In-house candidates must apply through their supervisors.

A strong and clear cover letter expressing reason for interest in the position and describing candidate's qualifications and contributions which they can provide to USAID operations are required. The successful applicant must be able to obtain and retain the required USG medical and security clearances. Applicants who do not provide the required documents stated above shall not be considered. Closing date for submission of applications is **September 13, 2013, at 16:30 hrs.** Juba, South Sudan time. Please note that only short listed candidates will be contacted for an interview.

**It is the policy of the United States government to ensure equal employment to all persons without regard to race, color, religion, sex, national origin, age, disability or sexual orientation.**