



HEAD OF MISSION AND HUMANITARIAN PROGRAM MANAGER– SUDAN

COUNTRY: Sudan
DUTY STATION: Khartoum
NGO: Oxfam, on behalf of Oxfam Italy
DEPARTMENT: Cooperation to Development and Humanitarian Aid
POSITION: Head of Mission and Humanitarian Program Manager
REPORTING TO: Oxfam Country Director in Sudan
STARTING DATE: from August 2016
DURATION: 8 months (renewable)
SALARY: minimum 3,000.00 Euro - maximum 3.800.00 Euro, (gross per month), according to candidate's previous experience
DEADLINE FOR SUBMISSION: **JUNE 26TH, 2016**

Interested candidates should send their **CV**, the details of **3** people who will serve as **professional references**, a short **self-presentation letter** explaining **how the candidate's qualifications and previous experiences are in line with this job description**. All in English.

Applications must be sent before **June 26th, 2016** to selezioni@oxfam.it, specifying in the subject: **"Sudan_Head_mission_name_surname"**

DESCRIPTION

Oxfam Italy is an independent NGO established in Italy (Arezzo) at the beginning of the '80s and now working in several countries. Oxfam Italy is born from the experience of Ucodep, an Italian NGO for over 30 years committed in the struggle against poverty and injustice. Oxfam Italy is the Italian affiliate of the Oxfam International Confederation, the fourth international coalition in the world specialized in humanitarian aid and development programs.

OUR VALUES

Economic justice, access to the basic services, citizenship and governability, humanitarian aid are the axes that guide Oxfam Italy's intervention, coherently with the values of justice, human dignity, democracy, solidarity, engagement and simplicity.

OXFAM IN SUDAN

Oxfam's overarching vision for Sudan is to help Sudanese build a country free of conflict, where people are prosperous, have equal access to resources, and participate actively in decision making, and where governance structures are responsive to people's needs. Oxfam work in Sudan is focused on: humanitarian intervention and support, building resilience of vulnerable communities through livelihoods, enlarge the capacity of people and amplify their voices to influence governance systems and address the root causes of structural injustice.

MAIN RESPONSIBILITIES

- ☐ Ensure the correct implementation of the projects managed by Oxfam Italy and partners and that donor contractual requirements are fulfilled. This includes the management of a DG ECHO funded project according to DG ECHO guidelines and standard;
- ☐ Represent Oxfam Italy in the country, maintain and build relevant relationships with the Ministry of Humanitarian Affairs (MHA) and the Humanitarian Aid Commission (HAC);
- ☐ Keep regular contacts with donors representation in the country;
- ☐ Consolidate Oxfam Italy role in the country by providing strategic leadership in its specific sectors of intervention in coordination with the Oxfam Italy HQ and Oxfam in Sudan;

- ☐ Ensure regular communication with Oxfam Italy HQ;
- ☐ Ensure, in coordination with the Oxfam Country Director in Sudan, the management and capacity building of the staff involved in the implementation of the Oxfam Italy projects, according to Oxfam values and ways of working;
- ☐ Build and develop networks with the relevant governmental institutions, local authorities and other actors that play a key- role within the projects' intervention areas;
- ☐ Support and promote project strengthening activities e.g. project quality meetings, learning events and partnership reviews.

QUALIFICATIONS AND BEHAVIOURAL COMPETENCIES

- ☐ A minimum of 3 years of experience in similar roles – specifically in managing humanitarian and development programmes funded by different donors.
- ☐ Experience in managing DG ECHO-funded projects under FPA2008 and/or FPA 2014 is an asset.
- ☐ Knowledge of humanitarian standards and codes.
- ☐ Experience in managing humanitarian WASH, protection and/or EFSL programmes is an asset;
- ☐ Good knowledge of developing and implementing monitoring systems to track the effectiveness of programmes and an ability to build cooperative, professional relationships with donors, partners and peer organisations;
- ☐ Understanding of relevant development and humanitarian issues, particularly in East Africa; previous experience of working in Sudan is an asset;
- ☐ Management skills, including line management, evidence of capacity to support others. A proven record of effective management in an insecure environment is an asset;
- ☐ Commitment to equal opportunity and gender policies.
- ☐ Evidence of project cycle management experience, including strategic planning, budgeting, reporting, monitoring & evaluation;
- ☐ Experience in building the capacity of the team internally and of external stakeholders;
- ☐ Experience in working and jointly implement projects involving local organisations as implementing partners;
- ☐ Diplomacy, tact and negotiating skills;
- ☐ Good interpersonal, influencing and communication skills;
- ☐ Proven team leadership and ability to work independently as required;
- ☐ Sensitivity to cultural differences, and the ability to work in a wide variety of cultural contexts;
- ☐ Good written and spoken Italian and English is essential. A good working knowledge of Arabic would be desirable;
- ☐ Proficiency with Microsoft Office applications is required;
- ☐ Confident in dealing with wide range of INGOs and partner agencies and representation skills;
- ☐ Sympathy with the aims and Objectives of Oxfam;
- ☐ Commitment to humanitarian principles and action.
- ☐ Willing and able to travel frequently within Sudan.

SELECTION CRITERIA

CVs will be pre-selected according to their coherence with the required profile. Selected candidates will be called for interviews and selection tests starting from the first day immediately after the deadline for the submission of CVs. Interviews will be held in Florence, Italy. Travel costs on account of candidate. For candidates who are not in Italy the interview will first be done via Skype.

We thank all the applicants, but we inform that only those pre-selected for an interview will be contacted.

Note: for more information about the organization, please consult our webpage: www.oxfamitalia.org