Samaritan’s Purse Job Opportunities

- Program Manager, Construction - Cambodia (1450)
- Country Director, Democratic Republic of the Congo (1715)
- Heavy Equipment Operator, Haiti (1869)
- Program Manager, WASH, Haiti (1870)
- Supervisor, Orphanage, Haiti (1812)
- Area Coordinator, Kurdistan (1914)
- Women’s Livelihood Program Manager, Kurdistan (1913)
- Country Director, Mozambique (1860)
- Finance Manager, Niger (1912)
- Agriculture Program Coordinator, South Sudan (1882)
- Area Coordinator, Yida, South Sudan (1776)
- Base Manager, Yida, South Sudan (1853)
- Commodity Program Manager, South Sudan (1877)
- Deputy Emergency Relief Manager, South Sudan (1876)
- Flight Coordinator, South Sudan (1857)
- Food Assistance Program Manager, South Sudan (1881)
- Logistician, Juba, South Sudan (1879)
- Logistician, Unity State, South Sudan (1878)
- Monitoring and Evaluation Officer, Yida, South Sudan (1765)
- Program Coordinator, OTP Nutrition, Yida, South Sudan (1742)
- Program Development Officer, South Sudan (1793)
- Senior Field Accountant, South Sudan (1916)
- Regional Program Development Officer, Southern Africa (1743)

Mission Statement:
Samaritan’s Purse is a nondenominational evangelical Christian organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan’s Purse has helped meet needs of people who are victims of war, poverty, natural disasters, disease, and famine with the purpose of sharing God’s love through His Son, Jesus Christ. The organization serves the Church worldwide to promote the Gospel of the Lord Jesus Christ.

Distinct Objectives:
The work of Samaritan’s Purse is marked by five distinct objectives, grounded in Scripture and biblical principles:
PROCLAIM THE GOSPEL - EXALT Christ and share the Gospel while working in His Name around the world
SERVE WITH EXCELLENCE - EXCEED the world’s standard while serving the purposes of God’s kingdom
RESPOND WITH COMPASSIONATE ACTION - EXPEDITE our response to needs as the Lord
reveals opportunities to minister

**DEMONSTRATE BIBLICAL INTEGRITY** - EXHIBIT character and integrity personally, at home and work

**WALK IN BOLD FAITH** - EXPECT God to do the impossible—“God Room”

Program Manager, Construction - Cambodia (1450)

Cambodia - Samaritan's Purse is working to construct nine, 6-room primary school buildings in Cambodia; based in Poipet with travel to field sites to monitor projects. The Construction Manager will be responsible to ensure the overall structural integrity, quality of construction; specified materials, safety, and budget are not compromised.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
• Finalize building plans in accordance with each school, local government and SP requirements.
• Obtain appropriate number of bids from local construction companies / contractors for each project.
• Oversee Contractor/Staff with the proper management skills to ensure that project schedules are met or exceeded without sacrificing quality of construction, materials or safety.
• Oversee contractors selected during the construction phase to ensure overall structural integrity, quality of construction; specified materials, safety, and budget are not compromised
• Review and approval of payments to contractors and suppliers
• Complete the projects within the specified timeframe and update schedules, specifications, accounting and a safety plan as required by each phase of the project.
• Conduct weekly construction meetings between necessary parties are to be held to ensure that communication is often and effective as well as maintain and distribute minutes from meetings.
• Reporting to include a monthly report and accounting summary (staying within a pre-determined budget)
• Meet and maintain relationship with project site schools and local government officials
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff

QUALIFICATIONS:
To perform this job successfully, an individual must maintain a personal relationship with and be a consistent witness for Jesus Christ, as well as able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
• Excellent planning and organizational skills
• Works well in a diverse team and a pressured environment.
• Flexibility and adaptability
• Cheerful, diplomatic, encourager, concern for the spiritual well-being of the team
• Spiritual maturity; Ability to keep the focus of work on the overall goal of sharing the gospel
• Ability to communicate and interact well with people of different ethnic, linguistic, cultural and socio-economic backgrounds.
• Strong relational skills and financial management experience preferred.
• Clear understanding of the workings of major donors and their perspectives, requirements and standards.
• Bachelor’s degree with experience in project management in construction including proposal writing, program development, implementation, and monitoring/evaluating methodologies.
• Ability to speak Khmer preferred; or the willingness to learn.
• Twelve credit hours of college-level biblical studies courses preferred.
• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.

Two-year contract
Open till filled
Accompanied but no children at this location

Country Director, Democratic Republic of the Congo (1715)

Bunia, Democratic Republic of the Congo (1715) - The Country Director in the Democratic Republic of Congo (DRC) is responsible for the country office management, staffing, security and vision. Eastern DRC is a complex emergency situation and the Country Director should have a good awareness of the DRC and its history, as well as experience managing humanitarian projects in demanding conditions. Projects managed by Samaritan’s Purse (SP) in eastern Congo include emergency assistance to displaced persons, food distributions, agricultural programming and construction assistance to church hospitals. SP DRC has a strong history of collaboration and partnership with local churches and desires to work with local churches to bring about lasting transformation in eastern DRC.

RESPONSIBILITIES:

• Provide overall vision, management and leadership to SP activities in Democratic Republic of the Congo.
• Provide professional representation for SP with government officials, dignitaries, other NGOs, funding agencies, and visitors.
• Ensure proper financial accounting and monthly reporting of all funds and financial activity.
• Monitor potential and present emergencies and keep SP informed of events, including crisis response options.
• Interview, hire and train employees; plan, assign and direct work; appraise performance; reward and discipline employees; address complaints and resolve problems.
• Serve as director, executive administrator, and primary contact for country field projects.
• Monitor program effectiveness and financial accountability, and evaluate ongoing and new activities.
• Implement programs within the organizational guidelines of Samaritan’s Purse.
• Develop and implement staff reporting structure.
• Prepare and submit monthly narrative and programmatic field reports to the Regional Director.
• Conduct field assessments, identify needs, design and implement response plans including project budgets and writing funding proposals.
• Develop new programs, identifying and pursuing potential funding and other available resources for ongoing, new, or planned SP projects.
• Provide job descriptions for expatriate staff and make hiring / firing recommendations to Regional Director and Field Staff Coordinator.
• Implement field policies to ensure staff satisfaction, safety and security.
• Participate in emergency response and first insertion teams as needed.
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree from four-year college or university.
• One year of college-level Biblical studies is preferred.
• 3-5 years related international work experience.
• Demonstrated successful leadership experience in a developing country.
• Exemplary capacity in project/grant cycle management.
• Ability to drive and implement overall vision and direction for a country program.
• Proven track record of managing a complex portfolio of humanitarian activities.
• Ability to travel to field sites to monitor projects.
• Excellent planning and organizational skills.
• Works well in a diverse team and a pressured environment; flexible and adaptable.
• Ability to communicate and interact well with people of different educational, linguistic, cultural and socio-economic backgrounds.
• Strong relational skills and financial management experience preferred.
• Strong diplomacy and negotiating skills.
• Fluent spoken and written English and French required.

24 month contract with the potential for renewal.

Accompanied position but no children allowed at this location

Heavy Equipment Operator-Haiti (1869)

Haiti - The Heavy Equipment Operator is responsible to operate various types of heavy equipment for Samaritan’s Purse (SP) in Haiti. Areas of responsibilities include but are not limited to equipment operation and maintenance of equipment. When appropriate, this position will provide support for the Program Manager, Rubble Removal.

RESPONSIBILITIES:
• To operate heavy equipment for rubble removal projects in SP Haiti including but not limited to: 320C Excavator, D6T Bulldozer, 950H Front end loader, Tri-axle dump trucks
• To comply with standard safety practices relating to heavy equipment and construction trades;
• May assist in the training of national staff on use and safety related to operations of heavy equipment;
• To be flexible and willing to work wherever needed most;
• Maintain a lifestyle consistent with Jesus Christ in words and actions;

QUALIFICATIONS:
• Minimum of 2 years proven experience working as a Heavy Equipment Operator;
• Experience working in areas of construction, demolition or other related field, in a disaster context preferred;
• Flexibility and adaptability;
• Agreement and compliance with the Samaritan’s Purse statement of faith and policies;
• Maintains a personal relationship with Jesus Christ; is a consistent witness for Jesus Christ.
12 month contract with potential for renewal
An accompanied position
No Children allowed at this location

Program Manager, WASH, Haiti (1870)

Haiti - The WASH (Water, Sanitation and Health) Program Manager is responsible to develop and manage Samaritan’s Purse, International Headquarters WASH interventions in Haiti. This will include budget management, recruitment and training of team staff, project implementation and monitoring, evaluation and project reporting. Individual should be willing to work in a conflict environment and be willing to live in team housing.

ESSENTIAL DUTIES AND RESPONSIBILITIES
• Manage the SP WASH program
• Research and apply for new opportunities and grants for SP in the WASH sector
• Liaise with relevant government and donor representatives
• Recruit and train local staff
• Mobilize and monitor developed team
• Provide timely and accurate reports to the Deputy Country Director, Country Director, and donor (if applicable)
• Maintain a lifestyle consistent with Jesus Christ, in words and actions
• Other duties and responsibilities as assigned by supervisor

QUALIFICATIONS
• Strong knowledge of potable water systems and technologies, various sanitation interventions and community hygiene training
• Excellent planning and organizational skills
• Above average communication skills – English verbal and written
• Networking and team building skills will be required
• Flexibility and adaptability
• Cheerful, diplomatic, encourager, concern for the spiritual well-being of the team
• Spiritual maturity; Ability to keep the focus of work on the overall goal of sharing the gospel
• Ability to communicate and interact well with people of different educational, linguistic, cultural and socio-economic backgrounds.
• Strong relational skills and financial management experience preferred.
• Proven management and leadership experience. Diplomacy, negotiating skills

Length of contract: 12 months
Open until filled
Accompanied post but unable to accommodate children
Supervisor, Orphanage, Haiti (1812)

Haiti - Samaritan’s Purse is seeking a mature Christian with a passion for disadvantaged children to provide daily supervision of the operational and academy staff at a home and school for orphaned and vulnerable children between the ages of 3 and 17 in Haiti.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
• Providing daily supervision of the staff that cares for the resident children. This includes cooks, cleaners, care takers, security and others as assigned.
• Coordinates daily activities and reporting with the Executive Director to ensure overall objectives and strategies are achieved.
• Organize and help conduct social activities (Christmas parties, birthdays, etc.) and daily devotionals.
• Providing daily supervision of international volunteers and volunteer teams.
• Act as a liaison between Samaritan’s Purse and partnering Haitian organizations
• Financial reporting of SP funding. This includes overseeing payroll and paying taxes to local offices
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:
To perform this job successfully, an individual must maintain a personal relationship with and be a consistent witness for Jesus Christ, as well as able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

• Mature Christian person.
• Strong leadership skills with an ability to be firm in direction and supervision of staff.
• Good writing and speaking skills in English; spoken French/Creole an advantage; willingness to learn Creole.
• Strong commitment to children, especially of disadvantaged backgrounds.
• Willingness to live in a peri-urban setting near Leogane, Haiti.
• Strong calling to serve in Haiti.
• At least 3-5 years’ experience working in an institutional environment, orphanage or similar organization that includes supervising staff of varying technical skills preferred.
• Excellent administrative and managing skills.
• At least 2-3 years’ experience working with or around children (teaching, scouts, church youth) desired.
• Previous cross-cultural experience is strongly desired.
• Bachelors degree or equivalent; 4 - 5 years related experience; or equivalent combination of education and experience.
• Twelve credit hours of college-level biblical studies courses preferred.

One-year contract
Area Coordinator, Kurdistan (1914)

Sulaymaniyah, Kurdistan, Iraq - The Area Coordinator, Kurdistan is responsible for the overall leadership, direction, and oversight of programs in the Kurdistan region of Iraq. The Area Coordinator must ensure that all program designs and outputs align with Samaritan’s Purse’s strategy, donor standards, and local laws. Other essential duties include the management of: Operations, Security, Human Resources, Financial Reporting, and Community Relations.

Samaritan’s Purse is working in refugee camps for Syrian refugees of Kurdish descent located near Sulaymaniyah. Currently, our programming is focused in two sectors – Protection and Livelihood. In the Protection sector our focus has been on establishing Child Friendly Spaces (CFS) which to date have encompassed computer training classes, playgrounds and athletic activities. In the area of Livelihoods we have focused our efforts on women’s livelihoods and have opened a sewing center for women living in the camp. In 2014 Samaritan’s Purse will continue to work in these sectors while investigating other opportunities to serve the refugee community located in and around Sulaymaniyah.

RESPONSIBILITIES:

- Coordinate all projects in the Kurdistan region of Iraq, in close communication with the Regional Director.
- Oversee all aspects of ongoing programs.
- Work directly with the Program Manager to address programmatic challenges.
- Adjust implementation strategies as necessary for successful program outputs.
- Ensure the program is contributing a significant impact through monitoring and evaluation.
- Produce timely and accurate program reports.
- Review Quarterly and Final reports for external donors.
- Develop new program concepts to address the needs in Kurdistan.
- Assist with new program proposals and budget writing.
- Ensure accountable and efficient systems are in place.
- Approve international purchase requests.
- Audit procurement systems, pricing, and inventory on a monthly basis.
- Serve as the security focal point for the Kurdistan region of Iraq.
- Update evacuation and contingency plans frequently.
- Conduct regular security meetings with national and international staff.
- Assess risk and, in coordination with the senior management team, determine areas of safe operation.
- Enforce safety and security policies and procedures.
- Manage Human Resources: ensure staff morale is high, track and approve expatriate leave time, conduct performance evaluations for staff that are directly managed, resolve staff disputes and disagreements, conduct interviews for vacant management positions and enforce disciplinary measures as necessary.
- Monitor financial risk, reporting, and program budgets.
- Work with the Field Accountant to produce funds requests and spending forecasts.
- Review program activity reports to ensure proper expense allocation.
- Facilitate good community relations by establishing and maintaining positive relationships with church
leaders, Government officials, the UN, and Non-Governmental Organizations.
• Ensure that SP is accepted by the community, attend relevant meetings and coordinate with Government, NGO’s and UN agencies to avoid overlap and identify programming gaps.
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree; or 3 to 4 years of related experience and/or training; or equivalent combination of education and experience.
• Previous experience working overseas, particularly in a Middle East context.
• Program management experience in a developing country.
• Possess strong organizational skills and cross cultural communication skills.
• Experienced in managing multiple programs and diverse teams.
• Ability to be flexible and adaptable.
• Understanding of local culture is essential.
• Knowledge of computer systems and its applications such as Word, Excel and Outlook.
• Arabic language skills a plus.

6 month contract with the potential for renewal.

Women’s Livelihood Program Manager, Kurdistan (1913)

Sulaymaniyah, Kurdistan, Iraq - The Women’s Livelihood Program Manager will be responsible for planning, managing, coordinating and evaluating programming opportunities for Syrian refugee women. This will involve managing current programming as well as conceptualizing new programming opportunities. This role will also be responsible for communicating with local organizations and funding partners and when necessary supporting the response to external funding opportunities.

Samaritan’s Purse (SP) is working in refugee camps for Syrian refugees of Kurdish descent located near Sulaymaniyah. Currently, our programming is focused in two sectors – Protection and Livelihood. In the Protection sector our focus has been on establishing Child Friendly Spaces (CFS) which to date have encompassed computer training classes, playgrounds and athletic activities. In the area of Livelihoods we have focused our efforts on women’s livelihoods and have opened a sewing center for women living in the camp. In 2014 Samaritan’s Purse will continue to work in these sectors while investigating other opportunities to serve the refugee community located in and around Sulaymaniyah.

RESPONSIBILITIES:

• Attend all coordination meetings.
• Meet UN, NGO, and government leaders regarding community issues and needs.
• Perform baseline surveys and ongoing monitoring and evaluation activities.
• Develop and implement programming within the organizational guidelines of SP.
• Support the procurement role when necessary.
• Work with the Area Coordinator in developing site specific responsibilities.
• In conjunction with logistics staff, ensure timely delivery of project materials.
• Provide the Area Coordinator with timely progress reporting.
• Manage program budgets and expenses.
• Make timely reports to appropriate agencies and partners.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree in Community Development, Business, or other related field from four-year college or university; or one to two years related experience and training; or equivalent combination of education and experience.
• Previous experience working and living overseas.
• Program Management experience, particularly in a Middle East context.
• Experience in working with USAID, UN or other international donor agencies.
• Detail-oriented with the ability to multitask.
• Excellent planning and writing skills.
• Ability to communicate and interact well with people of different educational, linguistic, cultural and socio-economic backgrounds.
• Excellent people management and organizational skills.
• Proficiency in Microsoft Office.
• Ability to write reports and proposals.
• Arabic and/or Kurdish language skills preferred but not required.

6 month contract with the potential for renewal.

Country Director, Mozambique (1860)

Maputo, Mozambique - The Country Director, Mozambique will provide overall management to Samaritan’s Purse (SP) activities in Mozambique, including project development, staff management, and implementation within organizational guidelines. This position requires commitment and understanding of SP Mission and Statement of Faith, as well as agreement and compliance with the Samaritan’s Purse statement of faith and policies.

RESPONSIBILITIES:

• Provide overall vision, management and leadership to SP activities in Mozambique.
• Provide professional representation for SP with government officials, dignitaries, other NGOs, funding agencies, and visitors.
• Maintain awareness and communicate legal and cultural requirements and ensure reasonable compliance of SP with the same.
• Ensure proper financial accounting and monthly reporting of all funds and financial activity.
• Monitor potential and present emergencies and keep SP informed of events, including crisis response options.
• Ensure appropriate supervision, support and direction for the effective engagement of all expatriate and national staff in their various assignments.
Serve as director, executive administrator, and primary contact for country field projects.
Monitor program effectiveness and financial accountability, and evaluate ongoing and new activities.
Implement programs within the organizational guidelines of Samaritan’s Purse.
Prepare and submit monthly narrative and programmatic field reports to the Regional Director.
Conduct field assessments, identify needs, design and implement response plans, including project budgets and writing funding proposals.
Develop new programs, identifying and pursuing potential funding and other available resources for ongoing, new, or planned SP projects.
Ensure that stories and photographs are sent to the Regional Director on a regular basis to share with the Communications Department.
Maintain profiles on all field staff, including emergency contact numbers and copies of passports and visas, performance reviews and exit interviews.
Provide job descriptions for expatriate staff and make hiring / firing recommendations to Regional Director.
Implement field policies to ensure staff satisfaction, safety and security.
Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

- Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
- Bachelor’s degree from four-year college or university.
- One year of college-level Biblical studies preferred.
- 3 to 5 years’ related international work experience, preferably in a developing country.
- Proven management and leadership experience and ability to work well in a diverse team and pressured environment.
- Excellent planning, organizational and communication skills.
- Strong relational skills and financial management experience preferred.
- Diplomacy, negotiating skills.
- Ability to travel to field sites to monitor projects.
- Ability to speak, write and read Portuguese, preferred.
- Spiritual maturity; Ability to keep the focus of work on the overall goal of sharing the gospel.

24 month contract with the potential for renewal.

This position is able to accommodate a family.
Finance Manager, Niger (1912)

Niamey, Niger - The Finance Manager, Niger is responsible for developing, implementing, and coordinating all financial and budgetary aspects of the country office in Niger; responsible for administrative field accounting, expenditures, bookkeeping and payroll related to a specific program(s), projects and/or region in a country as assigned by the Country Director.

RESPONSIBILITIES:

- Maintain detailed records for all financial transactions in an organized and professional manner.
- Perform daily functions including recording all cash, check and bank transfer transactions, maintain cash and bank ledgers, monitor cash advances and field expense reports, reconcile cash on hand and monthly bank reconciliation.
- Provide required monthly financial reports by specified deadlines to the Country Director and International Headquarters (IHQ).
- Ensure financial/accounting activity is carried out in accordance with Samaritan’s Purse’s (SP’s) field accounting policies.
- Review and approve financial transactions for SP field operations based in the region as appropriate (includes vouchers, FERs, Cash Advances, transfers, etc.).
- Ensure adequate cash flow for operations and safety of financial resources at base.
- Ensure all cash is reconciled on a weekly basis, reporting any over/under to country office and investigate any over/under situations.
- Administer all cash advances to employees and partners, reconciling all receipts and remaining cash at month’s end.
- Maintain close and cooperative working relationships with fellow financial staff and the Country Director.
- Provide support to Base Manager and/or Program Managers with regard to financial policies/practices and related areas as required.
- Ensure contracts are current on all rental properties, facilities, and vehicles.
- Identify areas for financial and administrative improvement and work to implement feasible improvements.
- Prepare and submit month-end reports to SP office regarding country-wide operations in a timely fashion.
- Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
- Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
- Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

- Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
- Bachelor’s degree from four-year college or university with an emphasis in Accounting or related field of study plus two or more years related experience; CPA or equivalent certification preferred; or equivalent combination of accounting education and managerial experience.
- One year of college-level Biblical studies preferred.
- Strong relational skills and financial management experience.
• Experience with foreign currencies and grants management preferred.
• Ability to communicate and interact well with people of different educational, linguistic, cultural and socio-economic backgrounds.
• Experience working and living overseas; with ability to be flexible and adaptable. Commitment and understanding of SP Mission and Statement of Faith.
• Above average communication skills-both verbal and written.
• Proficiency with Microsoft Office Suite-in particular, Excel.
• People management and delegation abilities.
• Works well with a level head and diplomacy in a sometimes adverse and pressured environment.
• Diplomatic, encourager, concern for the spiritual well-being of the team.
• Oral and written French fluency, required.

12 month contract with the potential for renewal.

Accompanied post but unable to accommodate children.

Agriculture Program Coordinator, South Sudan (1882)

Juba, South Sudan - The Agriculture Program Coordinator is responsible for all agriculture projects in the specified program area. This includes the procurement and distribution of seeds to vulnerable households as well as training beneficiaries in improved farming techniques. Responsibilities include supervising project staff, overseeing project implementation and management, program reporting, and working closely with government counterparts. The Agriculture Program Coordinator should demonstrate a strong Christian faith and willingness to work together for the improvement of the team.

This position is pending grant approval.

RESPONSIBILITIES:

• Recruit and train needed staff; supervise project staff.
• Develop work plans for staff.
• Manage implementation of plans for staff and ensure objectives are met.
• Work to develop staff capacity in relevant areas.
• Oversee project implementation.
• Closely monitor execution of project plans and supervise the implementation of all program activities.
• Manage project budgets and lead in ensuring that budgets are appropriately spent according to donor requirements.
• Lead in monitoring the progress of project outputs, ensuring quality delivery on a continual basis.
• Prepare and submit weekly and monthly internal reports.
• Prepare and submit donor reports as needed.
• Working closely with NGO and government counterparts ensuring partnerships are developed with state ministries.
• Attend cluster coordination meetings.
• When possible, engage relevant line ministry staff and work with local offices on information sharing and activity updates.
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree in Agriculture or related field.
• One year of college-level Biblical studies preferred.
• Demonstrated field-level managerial experience.
• Excellent written and spoken English.
• Ability to speak Arabic preferred.
• Proficient in Microsoft Word, Excel, and Outlook.
• Able to be diplomatic in communications with all NGO, governmental, and community partners.
• Demonstrated flexibility and adaptability in an ever changing environment.
• Must be culturally sensitive and respectful of church leaders from all denominations.

12 month contract with the potential for renewal.

This is an unaccompanied assignment.

Area Coordinator, Yida, South Sudan (1776)

Yida, South Sudan - The Area Coordinator, Yida is responsible for the overall leadership, direction, and oversight of programs in Yida and other areas in Unity State. The Area Coordinator must ensure that all program designs and outputs align with Samaritan’s Purse’s strategy, donor standards, and local laws. Other essential duties include the management of: Operations, Security, Human Resources, Financial Reporting, and community relations for programs in Yida.

Samaritan’s Purse serves the host community and refugee population in Yida through a variety of programming including WASH, nutrition/health, food assistance and ministry.

RESPONSIBILITIES:

• Coordinate all projects in Yida in close communication with the Deputy Country Director (DCD) and Country Director (CD).
• Oversee all aspects of ongoing programs: work directly with the program managers to address programmatic challenges, adjust implementation strategies as necessary for successful program outputs, ensure each program is contributing a significant impact through monitoring and evaluation.
• Produce timely and accurate program reports: weekly and monthly program reports submitted to the Country Director, review Quarterly and Final reports for external donors.
• Develop new program concepts to address the needs in Yida: coordinate assessments and gather information, prioritize high need areas and sectors, assist with new program proposals and budget writing.
• Ensure program operations are functional: prioritize needs for resource sharing with SP assets, ensure accountable and efficient systems are in place, approve international purchase requests, audit procurement systems, pricing, and inventory on a monthly basis.
• Serve as the security focal point for Yida: update evacuation and contingency plans frequently, conduct regular security meetings with national and international staff, gather relevant information, assess risk and, in coordination with the senior management team, determine areas of safe operation, enforce safety and security policies and procedures.
• Manage Human Resources: work directly with the South Sudan HR manager, ensure staff morale is high, track and approve expatriate leave time, conduct performance evaluations for staff that are directly managed, resolve staff disputes and disagreements, conduct interviews for vacant management positions, enforce disciplinary measures as necessary.
• Monitor financial risk, reporting, and program budgets: work with the Finance Manager to produce funds requests and spending forecasts, approve funding requests and payments, review program activity reports to ensure proper expense allocation, conduct surprise cash counts.
• Facilitate good community relations by establishing and maintaining positive relationships with church leaders, Government officials, the UN, and non-government organizations: ensure that SP is accepted by the community in Yida, attend relevant meetings, coordinate with Government, NGO’s and UN agencies to avoid overlap and identify programming gaps.
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree from four-year college or university; or one to two years related experience and the training; or equivalent combination of education and experience.
• One year of college-level Biblical studies preferred.
• Demonstrated management experience in a developing country.
• Experience in financial and/or Human Resources management.
• Firm understanding of logistics, procurement, and inventory systems.
• Possess strong organizational and cross cultural communication skills.
• Experienced in cross-cultural team leadership; experienced in managing multiple programs and large diverse teams.
• Must be a humble team player.
• Ability to be flexible and adaptable.
• Willingness to travel in and out of the field and willingness to stay in the field for extended periods.
• Knowledge of computer systems and its applications such as Word, Excel and Outlook.
• Arabic language skills a plus.

SUPERVISORY RESPONSIBILITIES:

In coordination with the Country Director manages and oversees all program and support related personnel in the geographic area assigned. Also directly supervises non-supervisory employees. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities will include training national staff; planning, assigning, and directing work of national staff; appraising performance; addressing complaints and resolving problems.

24 month contract with the potential for renewal.
Base Manager, Yida, South Sudan (1853)

Yida, South Sudan - The Base Manager, Yida is responsible for the support staff and all operations of the base as well as the overall living and working conditions of staff staying there: accommodation, food, water, showers, latrines, living areas and work areas. Engage with the staff working and living on the base in order to provide the best possible services.

RESPONSIBILITIES:

- Manage all support staff of Yida Base including kitchen staff, cleaners, dishwashers, security and construction staff as well as the national staff base manager. Create employee tracking systems, monitor staff performance and implement necessary counseling/staff corrections.
- Establish and enforce all hygiene and sanitation standards on the base to ensure all staff working, eating and living on base maintain the best possible health.
- Line manage the 2013 Yida Base budget and help create and ultimately manage the 2014 Yida Base budget. Responsible for approving and tracking all base expenses and support costs, make monthly expenditure projections for the next month as well as assist the Yida Finance Manager on allocating all base costs and making necessary accounting corrections.
- Coordinate with the Yida Logistics Manager to procure all necessary materials and tools for base needs, including all food items as part of developing and managing the base meals menu. Work directly with the kitchen staff on menus serving the needs of the staff. Be prepared to travel to many locations (i.e. Juba, Eldoret, Nairobi) to oversee the procurement of specialized tools, construction materials and items needed for Yida Base.
- Supervise Yida market assessments to ensure the most cost effective purchases and maximize the local availability rather than trucking or flying in supplies/food based on the cost analysis.
- Manage the inventory and control of all base tools, food items, construction materials and house equipment/supplies to ensure the least possible loss of resources due to theft, misplacement or misuse. Establish necessary control measures, security systems and staff supervisors.
- Oversee all construction and base upkeep/maintenance projects in accordance with the budget. If not able to or available to do the work yourself, ensure the appropriate skill level staff perform the work or are hired and oversee the completion of the projects.
- Assist whenever needed with Samaritan’s Purse Yida programs (Water, Sanitation and Hygiene, World Food Program Food Assistance Project, Nutrition and Ministry) for building or carpentry/masonry/plumbing/electrical planning and projects.
- Act as the Ministry Program Manager in the absence of a full time manager and/or as appointed by the Area Coordinator. Manage the Pastors and other Ministry staff employed by Samaritan’s Purse in Yida in order to achieve the goal of strengthened churches and ministry integrated programs in both Yida and Ajuong Refugee Camps.
- Responsible for coordinating daily morning devotions on base. Ensuring the quality and content is glorifying to Jesus Christ and that all staff are strengthened in their faith during these times.
- Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
- Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree from four-year college or university preferred; or one to two years related experience and the training; or equivalent combination of education and experience.
• One year of college-level Biblical studies strongly preferred.
• Proactive servant and problem solver focusing on the needs of others before oneself.
• Humble and ready to learn.
• Strong in communication with staff and supervisors.
• Computer proficiency in Ms Word, MS Excel, MS Outlook.
• Strong in construction, carpentry, electrical, plumbing, masonry all strongly preferred.
• Arabic language skills preferred but not required.

12 month contract with the potential for renewal.

This is an unaccompanied assignment.

Commodity Program Manager, South Sudan (1877)

Juba, South Sudan - The Commodity Program Manager will be responsible for overall management and monitoring of all food commodities and storage facilities managed by Samaritan’s Purse (SP) in the specified program area. This position will manage all field-level Warehouse Managers and warehouse staff. The Commodity Manager will also identify areas and opportunities for development of new monitoring processes and tracking tools.

This position will report to the Food Assistance Program Manager, working closely with both the logistics and food teams.

This position is pending grant approval.

RESPONSIBILITIES:

• Responsible for the proper storage, fumigation, and security of all food commodities in all warehouses in the program area.
• Direct line manage Warehouse Managers and provide overall oversight of staff of all food warehouses in the program area that Samaritan’s Purse is responsible for and be prepared to travel and spend multiple days at the different warehouse sites.
• Responsible for compiling and submitting food stock reports.
• Responsible for all systems of offloading and accountability of food coming into the warehouses and all systems of loading and accountability of food leaving the warehouses for distribution and that these procedures are in line with internal and sector standards.
• Conduct routine monitoring and audits of all warehouses and staff and provide training/take corrective actions where necessary.
• Work collaboratively with the Food Assistance Program Manager, Warehouse Manager and Operations Manager in the set-up of distributions, including financial, logistical, personnel and on-site
support where required.
• Responsible for the overall security system for all Samaritan’s Purse managed food warehouses in the program area to ensure no food commodities or warehouse supplies (pallets, plastic sheet, fencing, etc.) leave the warehouses without proper consent.
• Assist the Food Assistance Program Manager in monthly and annual budgetary planning.
• Attend daily morning devotions and participate in prayer support for the program team, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree from four-year college or university.
• One year of college-level Biblical studies preferred.
• Five years of warehouse management experience required.
• Food programming experience in emergency relief and/or refugee settlements preferred.
• Donor liaison experience, especially with UNHCR/WFP preferred.
• Willingness to travel in and out of field.
• Practical, quick, reasoning skills; must be able to keep communication lines open with all parties in program of scheduling changes.
• Clear understanding of the workings of major donors and their perspectives, requirements and standards.
• Organizational and time management skills.
• Good interpersonal and written oral communication skills.
• Ability to coordinate activities with other agencies, build and maintain positive working relationships.
• Ability to understand complex security situation and advise program design accordingly.
• Conversant in Arabic preferred.

12 month contract with the potential for renewal.

This is an unaccompanied assignment.

Deputy Emergency Relief Manager, South Sudan (1876)

Juba, South Sudan - The Deputy Emergency Relief Coordinator will be responsible for overall coordination and management – both programmatic and financial – of an Emergency Relief Project in South Sudan and will directly support and assist the Emergency Relief Project Coordinator. This person will guide, train, direct and support project staff in implementing food assistance activities while also providing monitoring and evaluation tools to assess progress against agreed objectives. The Relief Coordinator is responsible for ensuring timely, orderly and effective distribution of food, non-food items, and seeds to beneficiaries and for ensuring timely and accurate data collection, recording and financial management. The coordinator will be responsible for regular project reporting.

This position is pending grant approval.
RESPONSIBILITIES:

• Direct line management of food and agriculture assistance staff and drivers in the districts of operation, including performance review, ongoing direction, support, encouragement and correction.
• Update HR records for all project staff in the districts of operation, sending monthly reports to Human Resources for attendance, leave and contractual changes as they arise.
• Ensure effective budget management and administration of project finances, including adherence to Samaritan’s Purse (SP) financial management guidelines.
• Act as official SP representative to stakeholders for all matters concerning Emergency Relief in districts of operation.
• Establish clear strategy and direction for Emergency Relief programming in the districts of operation in collaboration with supervisor.
• Coordinate effective implementation of clear security protocol for distribution.
• Ensure all project activities are conducted in accordance with agreed work-plan and proposal.
• Coordinate updating of beneficiary lists, sending updates as required.
• Submit monthly and quarterly reports to supervisor, including activity summary, progress against objectives, commodity distributed, beneficiary caseload data, achievements to date, issues faced, impact stories and financial expenditure.
• With a generous and serving spirit perform all other tasks and responsibilities assigned for the benefit of Samaritan’s Purse.
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree from four-year college or university.
• One year of college-level Biblical studies preferred.
• 3+ years demonstrated management experience in a developing country, preferably in a relief context.
• Experience in Financial and/or Human Resource Management.
• Firm understanding of logistics, procurement and inventory systems.
• Willingness to travel in and out of field.
• Practical, quick, reasoning skills; must be able to keep communication lines open with all parties in program of scheduling changes.
• Clear understanding of the workings of major donors and their perspectives, requirements and standards.
• Organizational and time management skills.
• Good interpersonal and written oral communication skills.
• Ability to coordinate activities with other agencies, build and maintain positive working relationships.
• Ability to understand complex security situation and advise program design accordingly.

12 month contract with the potential for renewal.

This is an unaccompanied assignment.
Flight Coordinator, South Sudan (1857)

Juba, South Sudan - The Flight Coordinator will be the focal point for all things relating to flights in the South Sudan program. This will involve being responsible for overall coordination, management, and support of all charter and commercial flights in South Sudan. The Flight Coordinator will coordinate travel on commercial carriers, charter flights, cargo air movement, billing, and reporting. Procedures for flight operations are in the process of being developed, and the coordinator will need to lead in amending and adding procedures. Effective performance will involve close coordination and good communication with the Sr. Logs Manager, Area Logs Managers (ALMs), Base Managers, and Area Coordinators (ACs), which may involve limited travel to field sites.

RESPONSIBILITIES:

- Be the focal point for all things relating to flights for the South Sudan program.
- Receive booking requests and approvals; liaise with travel agents and WFP.
- Work with ACs, ALMs, and country leadership to set flight schedules; liaise with Samaritan’s Purse (SP) Mission Aviation Services (MAS) and other private charter companies to meet travel needs; coordinate all passenger bookings and cargo loaded on the flights.
- Ensure proper cargo is sent and received at field sites: maintain updated inventory lists at support bases including but not limited to, Juba, Nairobi, Eldoret; send lists to field ALMs to set priorities; coordinate flight routing with involved parties (ALMs, MAS, etc) and get final payload from MAS; determine final load lists and circulate to cargo handlers, MAS, and ALMs; receive all finalized cargo lists (receipt of cargo is confirmed on all finalized lists); ensure mail bags are sent and tracked; receive all miscellaneous items sent from International Headquarters and other sources and facilitate sending to field via air.
- Billing: manage accounts with travel agents, WFP, MAS, and other charter companies; ensure that proper approval documentation is in place for all booked flights; work with Program Managers to properly allocate charter flight costs based on weight carried; ensure bills to charter companies, including MAS, are paid in a timely fashion.
- Reporting: travel transport sheet updated at least weekly and sent to field; flight schedule updated weekly and sent to field; cargo lists and PAX lists for charter flights sent to field, with final versions sent one day before the flight; monthly cost comparison sheet on all flight expenditures to Sr. Logs Manager.
- Procedure development: work on improving existing procedures for booking, cargo prioritization, and billing; develop procedures for the following: flight tracking, ground to air communication, call-aheads on ETAs and confirmed departures, cargo handling including selection, packaging, and loading.
- Coordination and Communication: ensure that all base managers have the information needed about staff/guest arrivals and departures so that transport and accommodation can be coordinated; work with HR to ensure that proper documentation and visas are in place for travelers; work with flight logistics to coordinate departure times and passenger details with onward flights; work with information officer to ensure that flight plans for high profile visits are booked accordingly.
- Ensure that all duties are carried out with a servant heart with the dual aims of better serving our beneficiaries and or staff teams in the field sites.
- Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
- Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
- Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.
QUALIFICATIONS:

- Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
- Bachelor’s degree from four-year college or university; or one to two years related experience and the training; or equivalent combination of education and experience.
- One year of college-level Biblical studies preferred.
- Practical, quick, reasoning skills; must be able to keep communication lines open with all parties in program of scheduling changes.
- Organizational and time management skills.
- Good interpersonal and written oral communication skills.
- Ability to coordinate activities with multiple parties, build and maintain positive working relationships.
- Ability to understand complex security situation and advise program design accordingly.
- Flight technical knowledge, in terms of payloads and how it is impacted with rotation lengths to different airstrips, is desirable.
- Computer proficiency in Ms Word, MS excel spread sheet.
- Willingness to travel in and out of field.

12 month contract with the potential for renewal.

This is an unaccompanied assignment.

Food Assistance Program Manager, South Sudan (1881)

Unity State, South Sudan - The Food Assistance Program Manager will be responsible for overall coordination and management – both programmatic and financial – of a Food Assistance Project in South Sudan. The manager will guide, train, direct and support project staff in implementing food assistance activities while also providing monitoring and evaluation tools to assess progress against agreed objectives. The Program Manager is ultimately responsible for ensuring timely, orderly and effective food distribution to beneficiaries and for ensuring timely and accurate data collection, recording and financial management.

This position is pending grant approval.

RESPONSIBILITIES:

- Direct line management of food assistance staff and drivers in the districts of operation, including performance review, ongoing direction, support, encouragement and correction.
- Update HR records for all project staff in the districts of operation, sending monthly reports to Human Resources concerning attendance, leave and contractual changes as they arise.
- Ensure effective budget management and administration of project finances, including adherence to Samaritan’s Purse (SP) and WFP financial management guidelines.
- Act as official SP representative to stakeholders for all matters concerning Food Assistance in districts of operation.
- Establish clear strategy and direction for Food Assistance programming in the districts of operation in collaboration with supervisor.
- Coordinate effective implementation of clear security protocol for distribution.
• Ensure all project activities are conducted in accordance with agreed work-plan and proposal.
• Coordinate updating of beneficiary lists, sending updates as required.
• Submit monthly and quarterly reports to supervisor, including activity summary, progress against objectives, commodity distributed, beneficiary caseload data, achievements to date, issues faced, impact stories and financial expenditure.
• With a generous and serving spirit perform all other tasks and responsibilities assigned for the benefit of Samaritan’s Purse.
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree from four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience.
• One year of college-level Biblical studies preferred.
• 3+ years food programming experience, preferably in a management role.
• Willingness to travel in and out of field.
• Practical, quick, reasoning skills; must be able to keep communication lines open with all parties in program of scheduling changes.
• Clear understanding of the workings of major donors and their perspectives, requirements and standards.
• Organizational and time management skills.
• Good interpersonal and written oral communication skills.
• Ability to coordinate activities with other agencies, build and maintain positive working relationships.
• Ability to understand complex security situation and advise program design accordingly.

12 month contract with the potential for renewal.

This is an unaccompanied assignment.

Logistician, Juba, South Sudan (1879)

Juba, South Sudan - The Logistician, Juba is responsible to oversee and manage logistics, staff security, and to design and implement systems for procurement, importation, and transport of emergency relief commodities. When appropriate, this position will provide support for the field operations of food distribution and emergency relief by Samaritan’s Purse (SP) in South Sudan. In addition the Logistician may serve as an accountant for the assigned project.

This position is pending grant approval.

RESPONSIBILITIES:

• Design, implement and maintain an effective system of procurement, transportation, and storage of
all project and office relief and support materials and commodities.
• Act as a focal point for logistical requests for the team, implementing and safeguarding Samaritan’s Purse field procurement system.
• Develop and implement reliable and appropriate processes for orderly, effective and safe distribution of relief items in the field, helping to manage the distribution.
• Provide support in the achievement of the objectives of the program.
• Assist in maintenance and improving the project logistic systems, vehicles, radio/electrical and other equipment.
• Manage and maintain the vehicle fleet, ensuring that all the vehicles are properly maintained and used within SP policy.
• Ensure logistical success of project goals, including transportation and storage of communities to field locations, collation of waybills and waybill reporting.
• Formally report on security and logistical status of projects and field sites to the Area Coordinator as well as the formal briefing of the project team.
• Hire and manage national logistics and security staff, if necessary.
• Manage strategic relationships with customs clearance, airport authorities, NGO and military logistical personnel, merchants and other significant individuals.
• Maintain careful records of all compound inventoried items, noting their movement and status.
• Assist in the procurement of needed supplies, including construction materials, base supplies, materials to support programs, and supplies needed for ministry.
• Keep careful records of consumption, and submit supply orders to stock both food and other supplies for compound staff programs.
• Keep records of all base storerooms, inventorying and distributing donations as they become available.
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree from four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience.
• One year of college-level Biblical studies preferred.
• Previous experience working with Food Assistance and/or Agricultural programs and/or community-based programming in Africa.
• Strong critical thinking and problem solving skills.
• Ability to cope with stress and live in basic conditions; flexibility and patience.
• Strong verbal and written communication in English. Any level of Arabic beneficial.
• Ability to network and build relationships with government, civil society, and community partners.
• Experience with and have a working knowledge of Access or other relational data base systems beneficial.

12 month contract with the potential for renewal.

This is an unaccompanied assignment.
Logistician, Unity State, South Sudan (1878)

Unity State, South Sudan - The Logistician, Unity State is responsible to oversee and manage logistics, staff security, and to design and implement systems for procurement, importation, and transport of emergency relief commodities. When appropriate, this position will provide support for the field operations of food distribution and emergency relief by Samaritan’s Purse (SP) in South Sudan. In addition the logistician may serve as an accountant for the assigned project.

This position is pending grant approval.

RESPONSIBILITIES:

- Design, implement and maintain an effective system of procurement, transportation, and storage of all project and office relief and support materials and commodities.
- Act as a focal point for logistical requests from the team, implementing and safeguarding Samaritan’s Purse field procurement system.
- Develop and implement reliable and appropriate processes for orderly, effective and safe distribution of relief items in the field, helping to manage the distribution.
- Provide support in the achievement of the objectives of the program.
- Assist in maintenance and improving the project logistic systems, vehicles, radio/electrical and other equipment.
- Manage and maintain the vehicle fleet, ensuring that all the vehicles are properly maintained and used within SP policy.
- Ensure logistical success of project goals, including transportation and storage of communities to field locations, collation of waybills and waybill reporting.
- Formally report on security and logistical status of projects and field sites to the Area Coordinator as well as the formal briefing of the project team.
- Hire and manage national logistics and security staff, if necessary.
- Manage strategic relationships with customs clearance, airport authorities, NGO and military logistical personnel, merchants and other significant individuals.
- Maintain careful records of all compound inventoried items, noting their movement and status.
- Assist in the procurement of needed supplies, including construction materials, base supplies, materials to support programs, and supplies needed for ministry.
- Keep careful records of consumption, and submit supply orders to stock both food and other supplies for compound staff programs.
- Keep records of all base storerooms, inventorying and distributing donations as they become available.
- Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
- Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
- Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

- Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
- Bachelor’s degree from four-year college or university; or one to two years related experience and/or
training; or equivalent combination of education and experience.
- One year of college-level Biblical studies preferred.
- Previous experience working with Food Assistance and/or Agricultural programs and/or community-based programming in Africa.
- Strong critical thinking and problem solving skills.
- Ability to cope with stress and live in basic conditions; flexibility and patience.
- Strong verbal and written communication in English. Any level of Arabic beneficial.
- Ability to network and build relationships with government, civil society, and community partners.
- Strong Christian faith and spiritual maturity.
- Experience with and have a working knowledge of Access or other relational data base systems beneficial.

12 month contract with the potential for renewal.

This is an unaccompanied assignment.

Monitoring and Evaluation Officer, Yida, South Sudan (1765)

Yida, South Sudan - The overall purpose of this position is to improve the quality of Samaritan’s Purse, Unity State program implementation through developing and introducing efficient and effective Design, Monitoring, Evaluation and Learning (DMEL) systems to improve accountability and internal information flow and to on-site program support. The M&E Officer acts as a focal point for designing and enforcing data-driven culture within the Food, Nutrition, WASH and Ministry programs in Unity State.

Under the overall support and guidance of the Area Coordinator, the position holder will assist in providing monitoring and evaluation tools to assess projects progress against agreed objectives. He/ She will ensure that all programs are implemented according to the SP-RSS strategy, approved work plans and in accordance with SP’s Project Management Guidelines (PMG).

The position will be based in Yida with frequent travel to Ajuong Refugee Camp.

ESSENTIAL DUTIES
- Act as the M&E focal person for Samaritan’s Purse in Unity State.
- Identify programming information gaps or omissions in current reporting, monitoring and evaluation systems which need to be addressed in order to better facilitate overall humanitarian response in WFP Food Programming, WASH, Nutrition and Ministry.
- Design monitoring and evaluation strategies in line with SP-PMG
- Ensure M&E methodologies and outputs are approved by SP’s Program Development Division and National M&E Manager.
- Develop schedule of monitoring activities for program managers and checklists for completion
- Work with program managers to ensure that reports (monthly, quarterly, annual) are produced in a timely manner in accordance with donors’ requirements (UNHCR, WFP, UNICEF and CHF), and accurately reflect the work of SP.
- Ensure compliance with the national level monitoring system.
- Train project staff to implement realistic monitoring plans that capture quantitative and qualitative data for comparison against program targets.
- Assist with rapid assessments, baseline surveys, KAP surveys, and other assessments to inform
**Program Coordinator, OTP Nutrition, Yida, South Sudan (1742)**

**Yida, South Sudan** - The Yida Program Coordinator, Outpatient Therapeutic Programming (OTP) Nutrition will be responsible for management and monitoring of all Outpatient Therapeutic Programming in Yida Refugee Camp. This position will manage and train field-level Nutrition staff and be an example to others through their faith and walk with Jesus Christ. This position will report to the Unity State Nutrition Manager and will be based in Yida Refugee Camp, Unity State, South Sudan. Major responsibilities include outpatient nutrition programs, monitoring and evaluation, program planning, liaising with local government and Non-Governmental Organization partners and staff capacity building.

**RESPONSIBILITIES:**

- Oversee outpatient clinical care of severe acute malnutrition in children under 5 and mentor nutrition
staff in excellent care protocols in line with internal and donor standards. Provide nutrition screening for all new arrivals and those living inside the camp.

- Implement Integrated Management of Severe Acute Malnutrition (IMSAM) and Targeted Supplementary Feeding programs based on GoSS IMSAM guidelines and protocols.
- Collaborate with health providing partners in the camp to facilitate easy referral of SAM cases with medical complication for inpatient management. Promoting linkage of beneficiaries discharged from the Stabilization Center (SC) back to OTP programs.
- Participate in community-based health education, including training on preventative health care by training and supporting program staff on basic health topics and build capacity of program staff to equip them with skills to educate the caregivers.
- Manage team of national staff nurses, nutrition officers and assistants to deliver excellent outpatient nutrition care by ensuring admission, discharge and referral procedures are followed by all staff. Oversee job description creation, performance reviews, payroll and scheduling for all staff.
- Establishing and promoting mother to mother support groups who educate and promote mothers on exclusive breastfeeding for six months and promotion of IYCF key messages among the child caregivers.
- Provide weekly, monthly, quarterly and annual reports on the progress of the OTP nutrition program in Yida.
- Maintain adequate supply chains for Nutrition supplies and medicines. Coordinate with Unity State Nutrition Manager and Logistics Manager to get OTP supplies from UNICEF and UNHCR or to purchase them as necessary.
- Advise the Nutrition Manager on nutrition proposals and project budgets, monitor effectiveness and financial expenditures, and evaluate ongoing and new activities.
- Conduct field assessments, identifying potential needs, designing and implementing response plans.
- Ensure Nutrition project activities are conducted in accordance with the agreed work-plans and proposals signed with UNHCR.
- Ensure effective budget management at field level, including correct coding of expenses and adherence to Samaritan’s Purse’s financial management guidelines.

QUALIFICATIONS:

- Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
- Bachelor’s Degree in Nursing, Public Health, or Nutrition required. Advanced University Degree M.Sc. in Nursing, Public Health or Nutrition highly preferred.
- One year of college-level Biblical studies is preferred.
- 2-3 years nutrition programming experience preferred.
- Donor liaison experience, especially with UNHCR, preferred.
- Management and capacity building experience of national staff in INGO programming preferred.
- Strong coordination skills; flexibility, adaptability, and patience; facilitation and interpersonal skills.
- Ability to work under pressure to strict deadlines.
- Analytical and problem solving skills; ability to assess problems and recommend solutions.
- Cross cultural awareness and sensitivity to cultural differences.
- Awareness of gender issues.
- Ability to motivate and develop skills of others.
• Arabic language skills preferred but not required.

12 month contract with the potential for renewal.

This is an unaccompanied assignment.

Program Development Officer, South Sudan (1793)

Juba, South Sudan - The Program Development Officer will serve as a liaison between Samaritan’s Purse (SP) and Government/Non-Government authorities for collaborative programming on behalf of SP. The Officer will write concept papers, proposals and project summaries and work with the Grants Manager, Deputy Country Director (DCD), Program Managers, and Finance Manager to develop proposal budgets.

RESPONSIBILITIES:

• Liaison between SP and Governmental/Non-Governmental authorities for collaborative programming on behalf of Samaritan’s Purse, including participating in applicable cluster meetings.
• Monitor and be aware of upcoming agency “calls for proposals” and proactively inform the Country Directors, Regional Director and Regional Program Development Officer of upcoming opportunities.
• Develop and maintain donor summary sheets for all potential donors in South Sudan.
• Write concept papers, proposals, and project summaries in support of the Grants Manager.
• Work with the Grants Manager, Program Managers, and Juba based support staff to develop proposal budgets, project timelines and log frames.
• Monitor and evaluate the implementation of quarterly program activities.
• Coordinate assessments with the National Monitoring and Evaluation Officer and conduct field visits in order to collect and verify data.
• Analyze data and background materials in order to provide guidance and support to Program Managers and key decision makers.
• Develop and utilize tools, templates and work processes that result in streamlined and efficient proposal teamwork.
• Maintain base line data of social indicators and digital library of all relevant assessments and reports.
• Research and propose best practices in emergency relief and development programs and NGO operations.
• Provide surge capacity and assume additional responsibilities in the event of a natural disaster or crisis.
• Assist the Grants Manager with various program activities as needed and when not directly engaged in Program Development activities.
• Conduct relevant trainings on program development process and grant management at SP bases throughout South Sudan.
• Assist the South Sudan senior management team with strategic planning and the implementation, monitoring and evaluation, and reporting of newly funded programs.
• Keep the Regional Director and Country Director informed of project status, information, needs, and concerns.
• Work with the National Monitoring and Evaluation Officer to develop tools to allow Program Manager’s to track M&E for each grantor.
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and
volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree from four-year College or university; or three to five years’ related experience and/or training; or equivalent combination of education and experience.
• One year of college-level Biblical studies preferred.
• Experience working for INGOs, preferably in Africa.
• 3 years’ experience in grants/contracts management.
• 3 years’ experience in proposal/grant writing.
• Thorough knowledge and understanding of donor requirements especially (USAID, OFDA, CIDA, UNHCR, WFP, CHF, etc.)
• Ability to understand financial reports and analyze financial variances.
• Ability to coordinate both financial and programmatic functions of grant management.
• Strong skills in analytical and strategic thinking.
• Proven experience in database development and management.
• Good quantitative and qualitative data analysis skills.
• Good communication skills.
• Ability to develop and carry out work plans and solve problems independently.
• Strong writing and presentation skills.
• Ability to work in an international and multicultural environment.
• Excellent knowledge of computer applications, in particular proficiency required in MS Word, MS Excel and Power Point

24 month contract with the potential for renewal.

This is an unaccompanied assignment.

Senior Field Accountant, South Sudan (1916)

Juba, South Sudan - The Senior Field Accountant is responsible for implementing, and coordinating all financial and budgetary aspects of programs as assigned in South Sudan; responsible for administrative field accounting, expenditures, bookkeeping and payroll related to the specific programs and projects as assigned.

RESPONSIBILITIES:

• Maintain detailed records for all financial transactions in an organized and professional manner.
• Perform daily functions including recording all cash, check and bank transfer transactions, maintain cash and bank ledgers, monitor cash advances and field expense reports, reconcile cash on hand and monthly bank reconciliation.
• Provide required monthly financial reports by specified deadlines to the Finance Manager as assigned.
• Ensure financial/accounting activity is carried out in accordance with Samaritan’s Purse’s (SP) field accounting policies.
• Review and ensure accuracy of financial transactions for SP field operations based in the region as appropriate (includes vouchers, FERs, Cash Advances, transfers, etc.).
• Ensure adequate cash flow for operations and safety of financial resources at base.
• Ensure all cash is reconciled on a weekly basis, reporting any over/under to country office and investigate any over/under situations.
• Administer all cash advances to employees and partners, reconciling all receipts and remaining cash at month’s end.
• Maintain close and cooperative working relationships with fellow financial staff and the Finance Manager.
• Provide support to Base Manager and/or Program Managers with regard to financial policies/practices and related areas as required.
• Ensure contracts are current on all rental properties, facilities, and vehicles.
• Identify areas for financial and administrative improvement and work to implement feasible improvements.
• Prepare and submit month-end reports to SP office regarding country-wide operations in a timely fashion.
• Provide financial assistance to Program Managers during annual budget process.
• Prepare and review proposal budgets with the Program Development department.
• Reconcile Juba and Kenya bank accounts on a monthly basis.
• Record all reconciliations for cash and bank accounts in FARs as part of the month end process.
• Consolidate FARs data from all field sites on a weekly basis.
• Assign grant codes for all externally funded budgets.
• Assist Program Managers in grant budget preparation.
• Prepare all financial reports for externally funded programs.
• Facilitate external audits.
• Maintain intercompany accounts and ensure transactions are reconciled on a monthly basis.
• Travel to the field on a regular basis to provide additional financial support to program managers managing externally funded programs.
• Ensure staff managing externally funded programs are trained to implement the program according to the donor agreement.
• Prepare journal entries to correct or adjust expenses as needed.
• Prepare payroll for all South Sudan field sites.
• Ensure payroll taxes are paid on a monthly basis.
• Maintain contacts for all employees in FARs.
• Attend daily morning devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

QUALIFICATIONS:

• Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
• Bachelor’s degree from four-year college or university in Finance, Accounting or related field and one to two years related experience and/or training.
• One year of college-level Biblical studies preferred.
• Demonstrated financial competence.
• Experience in the accounting field, particularly in a development context.
• Experience in financial management of relief or development programs.
• Competent in Microsoft Excel and other basic accounting programs.
• Strong organizational and communication skills.
• Experience living and working in Africa, preferred.

12 month contract with the potential for renewal.

This is an unaccompanied assignment.

Regional Program Development Officer, Southern Africa (1743)

Kampala, Uganda - The Regional Program Development Officer (RPDO)–Southern Africa will work throughout the Southern Region as a part of the International Program Development Unit. The RPDO will focus on supporting and coordinating Samaritan’s Purse (SP) Field Offices as it relates to the pursuit and development of programs and grant proposals in the regions. The RPDO provides consultation in processes related to program and grant proposals to include writing, editing and the compilation of lessons learned. The RPDO will provide technical assistance to Samaritan’s Purse field offices in designated regions.

Position requires extensive travel in and out of field.

RESPONSIBILITIES:

• Develop programming and proposals for SP Southern Africa field offices using current SP program models and best practices. On occasion the RPDO will be asked to assist in the initial program implementation of proposals they write.
• Build capacity of SP Southern Africa field offices in general program development skills, behavior change communication, and qualitative evaluation skills.
• Build relationships on behalf of SP Southern Africa field offices with bilateral donors, International Non-governmental Organizations, and other agencies.
• Be aware of grant opportunities in the region and work in conjunction with regional directors on pursuing those opportunities.
• Align with the various SP Country Directors regarding the rules and regulations of the field office and ensure that they are aware of all meetings, progress and ideas being formulated.
• Ensure that all proposals follow timetables that allow for the input/review by the technical advisors and the finance department and involve the appropriate technical advisors in the Program Development Division in the concept development process of grant submissions.
• Attend devotions and participate in prayer support for the ministry, its donors and volunteers.
• Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
• Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.
QUALIFICATIONS:

- Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ.
- Master’s degree in International Development preferred. Study in a related field or strong field based experience will be considered.
- One year of college-level Biblical studies is preferred.
- Technical writing skills including developing proposals, training/instruction manuals, and reports.
- Field experience in the implementation of relief and development programming.
- Prior cross-cultural experience.
- Working knowledge of the grant submission processes of major donors such as the UN, CIDA, DFID, USAID, etc.
- Working knowledge of major bilateral donor funds for HIV/AIDS, such as PEPFAR, Global Fund.

24 month contract with the potential for renewal.

This position is able to accommodate a family.