



WOMEN FOR CHANGE (WFC)

"Together We Can"

Email: info@wfcssd.org

Telephone: +211- 0911089679

Website: www.wfcssd.org



Position: Project Volunteers (Full time)

Reports to: Project Assistant

Location: Yei, Kajo-keji (CES) and Magwi (EES)

Number of Positions: 3 (1 each location)

Duration of the Contract: 6 months (with possibility of extension depending on performance)

Open Date: 4th November 2025

Closing Date: 21st November 2025
(3:00PM).

BACKGROUND

Women for Change (WFC) is a National Non-Governmental Organization (NNGO) that was formed in 2016 and legally registered in 2018. The organization was founded by a group of South Sudanese women from diverse backgrounds who shared a common goal of supporting the well-being and economic stability of widows, school dropouts, and children affected by intentional and unintentional causes. WFC implements programs that promote general protection, GBV AOR, child protection, sexual reproductive health (SRH), education in the sector of technical vocational education training, advocacy, peacebuilding, conflict management, and sustainable livelihood programs such as tailoring, soap, Poultry and craft making. WFC has worked with several donors and Partners who supporting our programs in the 5 States of Central, Eastern Equatoria, Warrap State, Western Equatoria, and Jonglei. Our interventions have impacted over 300,000 women, children, men and boys across South Sudan.

Position Overview:

The Volunteer, under the supervision of the Project Assistant, will support the coordination, implementation, and reporting of the **Strengthening Collaborative Action and Learning for Education (SCALE)** initiative, aimed at empowering adolescent girls and female youth (AGFY) in selected border zones of South Sudan, particularly **Yei, Kajo Keji, and Magwi counties**, where there are high numbers of spontaneous returnees. This project seeks to enhance equitable access to safety, quality, and gender-transformative learning opportunities by collaborating with key actors in the education ecosystem to test, adapt, expand, and sustain innovative models that address barriers to education.

WFC is looking for highly motivated candidates who are passionate about contributing to a South Sudan free from domestic and gender-based violence, and who possess the professionalism, innovation, and commitment to excellence necessary to inspire change and achieve impactful and sustainable results.

Major Responsibilities:

- Increased perception of the unacceptability of harmful gender norms and strengthen the underlying systems that influence girls' education and empowerment in Yei, Kajo-keji and Magwi counties.
- Jointly plays a role in ensuring that the teachers in the different schools of the project have an inclusive education approach to all learners include those with Disabilities.

Head Office: Gudele Block 7- Off 7Eleven SuperMarket-Juba. **Sub Offices:** Yei, Morobo & Terekeka(CES), Magwi (EES) and Kuajok (Warrap State)





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- Establishment of mechanisms of accountability to beneficiaries at all levels.
- The Volunteer supports program components that contribute to the achievement of the project outcomes
- Increase awareness that are inclusive in schools including people with Disabilities
- The Volunteer works in a client, quality and results-oriented manner in close collaboration with SCALE Project Team.
- Jointly with the Project Officer and Program Coordinator, the volunteer plays a vital role in ensuring smooth planning, coordination, and monitoring of program interventions on strengthening quality service provision.
- S/he is responsible for contributing to the achievement of program's objectives, ensuring that all activities are carried out in line with WFC's rules and procedures as well as donors' requirements. The Volunteer supports Project Officer and Program Coordinator by providing quality administrative support and information required to make project decisions.

Other Roles:

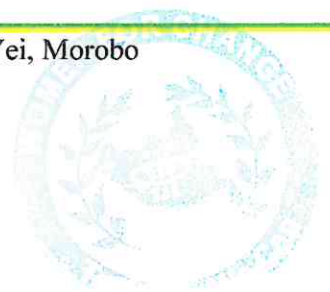
- Contribute to implementation of SCALE project activities, in particular components related to improvement systems that influence girls' education and empowerment.
- Provide logistical support to program activities (missions, training sessions, workshops, conferences) including planning for travel, accommodation and venue, effectively communicating with providers and participants.
- Assist with program procurement of goods and services, ensuring that procurement is conducted in accordance with WFC's Procurement Procedures.
- Draft and translate letters, meeting minutes, briefs, presentations and other documents necessary for program management.
- Assist with preparation of Terms of Reference (TORs), Requests for Quotations (RFQ) and Requests for Proposals (RFP) for project assignments.
- Collect and record information on program activities, including making timely inputs to GBV Program Monitoring Tool, and contribute to the preparation of relevant progress reports.
- Assist the Communication Officer in producing media materials on activities for placement on WFC's social media and website.
- Perform other related tasks as may be required or assigned by the supervisor or Program Coordinator.

Learning and Evaluation:

- Engage with program, operations and MEAL team to maintain an up-to-date Gender analysis on periodic basis as per IMPACT Standards of WFC.



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- Work closely with client responsiveness team to develop gender appropriate proactive and reactive; channels and tools, analysis of clients' data and propose corrective actions from inclusion perspective in terms of gender, age and disability.

Knowledge and Experience:

- Minimum 3 years of professional experience in social protection work, humanitarian response.
- Experience in multilateral technical assistance project will be an advantage.
- Demonstrated interest in and/or experience in the areas of capacity development, social development and gender-based violence will be an advantage.
- Experience of effectively working with stakeholders from the governmental and non-governmental institutions involved in social development work at the national, state levels, and knowledge about the specified counties.
- Excellent self-organization and proactive attitude to work.
- Good research and analytical skills, ability to multitask and prioritize workload.
- Proficiency in MS Office package, Google applications
- Familiarity with NGOs procedures, policies and frameworks will be a benefit.

Education:

- Diploma or Certificate in Social Works, Project Management, any other Related course is an added advantage.

Languages:

- Fluency in English both written and spoken
- Local languages within the selected counties

Required Competencies:

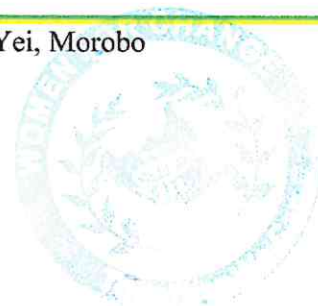
- Exemplifying integrity,
- Demonstrating commitment to WFC codes of Conduct
- Embracing cultural diversity,
- Embracing change

Women for Change is committed to providing equal opportunities for all applicants and strives for diversity in terms of age, gender, ethnicity, nationality, and physical ability. The organization has a zero-tolerance policy for any form of abuse, including sexual exploitation, sexual abuse, human trafficking, child abuse, discrimination, corruption, and fraud.

Please note that Women for Change does not charge any fees during the recruitment process. Due to the urgency of the position, candidates will be shortlisted on a rolling basis, and only shortlisted candidates will be contacted.

Women are highly encouraged to apply.

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Application:

Interested candidates are encouraged to submit their application including the following:

- a) CV of the candidate.
- b) Certificates or documents.
- c) A cover letter expressing interest.
- d) Any other information that the Candidate finds relevant.

All applications should be sent via Email: hr.wfc@wfcssd.org and Copy: womenforchange10@gmail.com And Hard Copy Delivery addressed to **HUMAN RESOURCE DEPARTMENT,**

Women for Change.

Please Note that this is an Emergency Recruitment, the applications will be assessed on rolling basis and interviews before the deadline, If you don't hear from us 7 days after the deadline, you didn't make it to the shortlist.

For those in Yei- You can drop in our physical Yei Office-located at Christ the King Church, in St. Bakhita Health Center.

For More Directives Call: **0911089679/0929198028**



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