



Vacancy Announcement

Mercy Corps is an international, non-governmental humanitarian relief and development agency that exists to alleviate suffering, poverty and oppression by helping people build secure, productive, and just communities. Mercy Corps works in more than 40 countries, and has been working in Liberia since 2002.

Mercy Corps invites applications from all interested and potential Liberian candidates for the following position(s):

1. ESHN Mobilizer - 01 position, based in Grand Bassa County with frequent travel to assigned schools

Please find below the full position description for this position.

"Fostering a diverse and open workplace is an important part of Mercy Corps' vision, and we encourage people from all backgrounds, especially women and members of disadvantaged groups to apply. Mercy Corps is an Equal Opportunity Employer".

How to apply?

Interested and qualified candidates are requested to submit their detailed CV with a cover letter along with other relevant certificates to the email address lr-jobs@mercycorps.org. You are requested to mention the title of the position on the subject line of the e-mail while applying.

Hard copies of the CV with cover letter along with all relevant certificates can be dropped at Mercy Corps' Office located at "Sophie, Tubman Boulevard, Opposite SOS Medical Center, Monrovia". Label the left corner of the envelope with the title of the position for which you are applying.

Last date for the submission of CV's is August 11, 2020 by 04:00 pm. Mercy Corps reserves the right to accept or reject any or all CV(s) without assigning any reason. Only shortlisted candidates will be contacted. Telephone enquiries will not be entertained.

ESHN MOBILIZER

Position Description

Location: Buchanan City, Grand Bassa County.

Staff will later be assigned to District if necessary

Position Status Full-time, Regular

Salary Level Grade 02

Current Team Member: N/A

About Mercy Corps

Mercy Corps is a leading global organization powered by the belief that a better world is possible. In disaster, in hardship, in more than 40 countries around the world, we partner to put bold solutions into action — helping people triumph over adversity and build stronger communities from within. Now, and for the future. Mercy Corps has been working in Liberia since 2002.

Program / Department Summary

Save the Children (Prime) and Mercy Corps (sub-grantee) are implementing the Liberia Empowerment through Attendance, Reading, and Nutrition (LEARN) program. This is a five- year program, funded by the United States Department for Agriculture's (USDA) Food for Education (FFE) program. The goals of this program are to increase the literacy of school age children and increase the use of health and dietary practices. LEARN program will be implemented by Save the Children in Grand Gedeh and River Gee counties while Mercy Corps will implement the program in Grand Bassa and River Cess counties.

General Position Summary

Mercy Corps is looking for creative individuals for the Liberia Empowerment through Attendance, Reading, and Nutrition (LEARN) Program who have the experience and competencies to work as ESHN Mobilizer. The main purpose of this role is to engage with the schools, the Parent Teacher Associations (PTAs), and the communities during implementation. ESHN mobilizers will ensure that all of the program engagement and activities are properly implemented in their assigned schools.

Essential Job Responsibilities

STRATEGY & VISION

- Recognize opportunities for innovative action and create an environment where alternative viewpoints are welcomed.
- Set direction by prioritizing and organizing actions & resources to achieve objectives and contribute to countrywide strategy development.

PROGRAM MANAGEMENT

- Facilitate the establishment of PTAs and Food Management Committees (FMCs)
- Train community resource persons and committees with support from LEARN Education Advisor and ESHN Advisor
- Facilitate the production of community action plans by PTAs and FMCs
- Train the FMCs in the management, preparation, and accountability of the school feeding program
- Work with the FMCs and PTAs to ensure that schools have the necessary cleaning supplies to maintain safe food preparation and storage
- Mobilize community members to provide equipment or materials not to be provided for by the LEARN Program prior to the start of school feeding activities in each school
- Liaise and work with community groups and the schools to ensure accountability and best use of program resources
- Actively support LEARN Program Technical Advisors and Lead Mobilizer in smooth implementation of program school activities
- Regular reporting on progress
- Comply with the requirements of **Mercy Corps** Protection Policy to ensure maximum protection for children
- Ensure that program implementation is responsive to communities and partners and consistent with Mercy Corps' relevant program guidelines, principles, values, quality standards and strategic plan.
- Integrate community approaches, gender sensitivity and capacity building into all activities as appropriate.
- Ensure program implementation is on time, target and budget, using effective M&E systems to reach desired impacts.
- Ensure all interventions adhere to Mercy Corps' Gender Policy, Do No Harm principles, and beneficiary accountability standards.
- Under the supervision of Lead Mobilizer, perform other tasks as required.

TEAM MANAGEMENT

- Assist team members with information, tools and resources to improve performance & reach objectives.
- Promote accountability, communicate expectations and provide constructive feedback informally and formally via regular one on ones and performance reviews.
- Create and sustain a work environment of mutual respect where team members strive to achieve excellence.

FINANCE & COMPLIANCE MANAGEMENT

- Ensure compliance with donor and Mercy Corps regulations related to financial transactions and programming.

INFLUENCE & REPRESENTATION

- Identify, build and manage collaborative partnerships with consortium partner, Program contractors, donors, local governments and other stakeholders of the LEARN Program.
- Communicate effectively to ensure overall program targets and donor obligations are met.

SECURITY

- Ensure compliance with security procedures and policies as determined by country leadership.
- Proactively ensure that team members operate in a secure environment and are aware of policies.

ORGANIZATIONAL LEARNING

- As part of our commitment to organizational learning and in support of our understanding that learning organizations are more effective, efficient and relevant to the communities they serve, we expect all team members to commit 5% of their time to learning activities that benefit Mercy Corps as well as themselves.

ACCOUNTABILITY TO BENEFICIARIES

- Mercy Corps team members are expected to support all efforts toward accountability, specifically to our beneficiaries and to international standards guiding international relief and development work, while actively engaging beneficiary communities as equal partners in the design, monitoring and evaluation of our field projects.
- Team members are expected to conduct themselves in a professional manner and respect local laws, customs and MC's policies, procedures, and values at all times and in all in-country venues.

Supervisory Responsibility None.

Accountability

Reports Directly To: Lead Mobilizer (Grand Bassa County)

Works Directly With: Food Monitors, MEAL Assistants, PTAs, FMCs, Partner Staff (LEARN Education Advisor, SHN Advisors, and others), Admin/Finance Officer, and Logistics Officer

Knowledge and Experience

- Bachelor's degree in Social Sciences, Rural Development, International Development, Social Work or a related field.
- Minimum of 2 years' experience in community mobilization activities preferably with an international organization
- Proficiency in Word and Excel
- Previous experience in planning and community facilitation skills
- Highly developed interpersonal and communication skills
- Written and verbal fluency in English

Success Factors

The Lead Mobilizer should pay attention to details, have the ability to work in a diverse team, be approachable, supportive, willing to learn and apply new ideas, have time management skills, be able to multi-task, set priorities, and be willing to travel to and work in remote areas.

Signatures

Team Member

Date

Supervisor

Date