



## JOB OPPORTUNITY – **Disaster Risk Reduction Officer – Awerial/Mingkaman Base.**

Catholic Relief Services (CRS) is the overseas relief and development agency arm of the United States Conference of Catholic Bishops. It was founded in 1943 and works in over 100 countries globally. CRS has worked in Southern Sudan since 1989, supporting and implementing initiatives in Emergency Response, Peace-building, Agriculture, Health, Education, and Income Generation. CRS' work reflects and expresses the principles of Catholic Social Teaching however CRS assists persons on the basis of need, not race, creed, or nationality. Catholic Relief Services South Sudan Program wishes to recruit highly competent, proactive and self-driven person (**South Sudanese National only**) to fill the position of **Disater Risk Reduction Officer** to be based in **Awerial** County in Eastern Lake State.

### **OVERVIEW:**

Catholic Relief Services (CRS) is looking for qualified Disaster Risk Reduction Officer for USAID funded Livelihoods Recovery and Resilience Program (LRRP). This post is located in Awerial County Eastern Lakes State

The DRR officer will manage the Disaster Risk Reduction interventions and reports to the LRRP Deputy Project Director.

### **JOB RESPONSIBILITIES:**

#### **Planning and Assessments**

1. Facilitate Participatory Rural Assessments (PRAs) in LRRP target communities, collecting information through a variety of participatory, community-led activities;
2. Facilitate DRR planning and proper accountability for the conditional cash grants;
3. Support the development of Boma level DRR planning committees, emergency/rapid assessment procedures, impact mitigation measures and implementation plans;
4. Conduct consultative planning meetings with County, Payam and Boma leaders on possible DRR and non-DRR intervention logic;



### **Coordination and Partnership**

5. Work with the County level government staff, other sector staff and communities to develop an implementation plan at Boma, Payam and County levels;
6. Engage and sensitize the beneficiaries, community leaders on the DRR processes and community action planning;
7. Support the formation of boma level DRR committees to reduce risks contributing to food insecurity;
8. Ensure coordination and integration of LRRP with JFSP and other CRS programs going on in the County in order to build synergy;
9. Mainstream DRR activities across all program sectors;

### **Capacity Building**

10. Ensure that project staff and DRR committees at the Boma level receive the necessary training and technical assistance to achieve program objectives;
11. Train Field Extension Agents on DRR techniques and activities;

### **Program Implementation and Management**

12. Ensure that the DRR activities are implemented according to the design, quality standards and schedule through proper planning and close monitoring;
13. Ensure timely request and distribution of inputs for both DRR and non-DRR activities;
14. Assist the LRRP Project Officer in overall management of the daily project activities, project staff and controlling the project recourses;
15. Ensure the environmental and social sustainability of the projects through training and adapting guidelines;
16. Working hand in hand with the DRR Committee, follow up on registration, verification of beneficiaries and participants in the community DRR projects;
17. Build capacity of local DRR groups to implement their own DRR plans;

### **Monitoring, Evaluation, Accountability and Learning**

18. Collect data on monthly basis to update Indicator Performance Tracking Table (IPTT) for DRR activities;
19. Prepare weekly updates and monthly program performance reports and prepare weekly and monthly field trips plan and timely submit to project officer;
20. Track and monitor project progress against set objectives, timelines and alert the LRRP Deputy Project Director, Technical Advisor for Agricultural Livelihoods and Project Officer of any problems in a timely manner;
21. Ensure consistent application of DRR best practices and lessons learned throughout the project areas;
22. Monitor and report any security situations in the operational areas;



23. Perform any other duties as assigned to him/her by the LRRP Project Officer or the Technical Advisor for Agricultural Livelihoods;

**QUALIFICATIONS:**

1. Bachelor's Degree or Diploma from a recognized academic institution in development studies or livelihoods related fields;
2. Demonstrated ability to work closely and effectively with local government structures;
3. Experience with disaster risk reduction approaches, participatory extension approaches and willingness to work in the field for long periods;
4. Work experience of 2-3 years doing similar work and in a similar environment;
5. Spoken and written fluency in English. Ability to speak the local language is an added advantage;
6. Ability to work closely with partners;
7. Computer literacy (MS Office and email/internet);
8. Willingness to live and work in an environment where conditions are occasionally harsh and/or volatile;

Application letter and a CV together with names of three professional referees, should reach the undersigned not later than **October 20<sup>th</sup>, 2016**. Only short-listed candidates will be contacted.

**SENIOR HUMAN RESOURCE OFFICER**

Catholic Relief Services, South Sudan Program, Awerial or Juba Office

Or by email: [jobapps@crssudan.org](mailto:jobapps@crssudan.org)

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