

Approved
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18 FEB 2019

INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT
Vacancy No: **BNT-2019/2/15/1**



Who we are?

The Danish Refugee Council (DRC) is a private, independent, humanitarian organization founded in 1956 currently working on all aspects of the refugee cause in more than twenty five countries throughout the world. The aim of DRC is to protect refugees and internally displaced persons (IDPs) against persecution and to promote durable solutions to the problems of forced migration, on the basis of humanitarian principles and human rights. DRC works in accordance with the UN Conventions on Refugees and the Code of Conduct for the ICRC and NGOs in Disaster Relief.

The protection and assistance to conflict affected population is provided within a long-term, regional and rights-based approach in order to constitute a coherent and effective response to the challenges posed by today's conflicts. Assistance consists of relief and other humanitarian aid, rehabilitation, support to return and repatriation as well as promotion of long-term solutions to displacement and its causes. In addition, support and capacity building of local and national authorities and NGOs form an integral part of DRC's work.

Country and Project Background:

The Danish Refugee Council/Danish Demining Group (DRC-DDG) has been working in Sudan since 2004 and was subsequently present in South Sudan when it gained independence in 2011. DRC-DDG South Sudan programme's current focus is on supporting forcibly displaced and conflict-affected people, including refugees, internally displaced persons (IDPs) and returnees, to access their rights in a safe and secure environment. Currently DRC-DDG is operational in grater Equatoria, Unity and Upper Nile States. Currently the South Sudan Programme works in 5 field locations working in the sectors of Camp Coordination and Camp Management, Protection, Shelter/NFI, and Food Security and Livelihoods and Demining.

DRC-DDG Seeks to Recruit:-

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| Position Title: | Safety Liaison Officer |
| Report to: | Safety Advisor |
| Duty Station: | Bentiu |
| Contract Type | Fixed-term with possibility of extension depend on funding availability |
| Employment Start Date: | As soon as possible |
| Eligibility | South Sudanese Only |
| Salary | According to DRC DDG Salary policy - non negotiable |
| Advertisement Closing Deadline | 7 th March, 2019 |

Purpose of the post

1. Increase staff awareness of DRC DDG Safety Rules, Standard Operating Procedures (SOPs), and support the implementation of these procedures.
2. Oversee the safety and security of DRC DDG premises on an ongoing basis.
3. Oversight of DRC security guards and access controls in Bentiu.

Responsibilities and Tasks

- Act as the local focal point for staff for safety related issues;
- Monitor the situation in the area of DRC operations. Collect, verify, analyse and report information that affects, or may affect, DRC operations;
- Facilitate access to programme areas by providing dependable advice to staff and managers;
- Establish a network of contacts between the relevant humanitarian actors within the area of operations and represent DRC at security meetings;
- Provide operational safety briefings and orientation to all new and visiting staff;
- Track security related incidents and developments and provide trend/pattern analysis;



1. Premises

- Monitoring and supervision of security guards at all DRC sites in Bentiu;
- Conduct spot checks to distribution points and other areas, where applicable;
- Ensure that appropriate access controls are in place for all DRC/DDG facilities;
- Supervise the implementation of physical and asset protection protocols and regulations;
- Advise and assist the procurement and issue of safety related items;
- Under guidance of the NGO Safety Adviser, be responsible to ensure that safety measures identified for DRC premises in Bentiu are completed

2. Compliance

- Under the guidance of the Country Safety Adviser/NGO Safety Adviser (Bentiu), supervise and monitor the updating and implementation of DRC Minimum Operating Safety Standards (MOSS);
- Assist in training on safety procedures as required for program staff;
- Conduct regular site assessments and advise on mitigation measures and changes to procedures;
- Design and implement safety procedures related to the safe implementation of programme activities;
- Ensure that all safety incidents are reported through the correct mechanism and in a timely manner;
- Meet with the representatives of the different administrative authorities as often as necessary to obtain documents or solve problems;
- Provide input as requested for any updates of risk assessments and security plans.

PERSON SPECIFICATION

Qualifications and Experience:

Essential:

- South Sudanese national
- Fluent in written and spoken English
- Excellent interpersonal communication skills
- Experience working with NGOs (desirable);
- Stable, moral and robust character and a good team-player;
- Proven ability to prioritize tasks and meet deadlines;
- Calm under pressure;
- Proven commitment to accountability practices;

Desirable:

- Diploma-level education;
- Management and/or supervisory experience;
- Training in safety, fire and evacuation procedures;
- Basic information technology skills; and
- Experience negotiating access for humanitarian or other agencies

How to apply

Please send a covering letter outlining how your skills and experience meets the Person Specification along with your CV, National ID Card and Academic Certificates to Human Resources department through jobs.southsudan@drc-ssudan.org OR submit your hard copy application to the Human Resource department to the attention of Finance/HR & Administration Officer DRC-DDG Office located at Bentiu POC Log Base at Eastern Gate or at DRC-DDG Country Office located along Addis-Ababa Road opposite NPA main office.

Title of the position/vacancy number MUST be clearly marked in the application and on envelop.

DRC-DDG is an equal opportunity employer; we encourage all qualified South Sudanese to apply irrespective of gender, religion and age.

Further information

Please note, as this position is urgent, applicants may be shortlisted and interviewed prior to the closing date.

We appreciate your application however, only short listed candidates will be contacted for interview. If you have not been contacted within two weeks of the closing date, we regret that your application has been unsuccessful. Please continue, however, to periodically review our website, South Sudan NGO Forum website <http://comms.southsudanngoforum.org/> for other suitable opportunities.

