

*Approved*  
*3/07/17*  
*RRC -*  
*Chang*  
 OFFICE OF RELIEF & REHABILITATION COMMISSION  
 4th JUL 2017  
 OFFICE OF  
 INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT  
 Vacancy No: MA 2017/27/6/2  
 REPUBLIC OF SOUTH SUDAN

58-113  
 28 JUN 2017  
 28/6/2017  
 MINISTRY OF PUBLIC SERVICE  
 EMPLOYMENT & SKILL DEVELOPMENT

**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 and expects to be a roughly \$30m+ programme in 2015, 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:-

Position Title:	Mine Risk Educator
Report to:	Mine Risk Education Team Leader
Duty Station:	Wau Shilluk and Lul
Contract Type	Fixed-term with possibility of extension depending on funding availability
Eligibility	<b>Sudanese Nationals Only</b>
Employment Start Date:	As soon as Possible
Salary	According to DRC DDG Salary policy – non negotiable
Advertisement Closing Deadline	18 <sup>th</sup> July, 2017

**Purpose of the post**

The purpose of the Mine Risk Educator is pivotal in supporting the smooth running of DDGs' risk education Programmes in the field. The MRE Educator takes active role in all mine risk education matters concerning DDG MRE field operations under the management of the team leaders or technical field manager.

**Responsibilities and Tasks:**

**MRE/Community Liaison/Impact Assessment Operations**

- Take part in daily meetings of the team to plan operational activities of the day.
- Report on MRE/CL materials and equipment to the MRE/CL Team Leader.
- Make sure that all equipment and materials to be used during presentations are available and organised before start of presentations.
- Take an active role in MRE presentations to the community or organizations.

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- Familiarize yourself with the MRE DDG SOP and the material used for teaching MRE.
- Assist fellow team members in handling and showing of materials during presentations.
- Assist fellow team members in giving out pamphlets.
- Be fully aware and involved while colleagues are presenting and assist in making sure that participants' needs are met.
- Take an active part in Community Liaison in addition to the MRE.
- You will also be part of a team to form Impact Monitoring Assessment team.
- Be always aware of participants during CL activities and observe proceedings to ensure that all information is noted and recorded.
- Assist Team Leader in all preparations and activities.
- Assist with liaison duties between DDG and local authorities.

#### **Administration**

- Assists Team leader in gathering information for reporting on daily activities.

#### **General**

Carries out any other reasonable duties as requested and required by the MRE team leader or other Technical Field manager.

#### **PERSON SPECIFICATION**

##### **Qualifications and Experience:**

###### *Essential:*

- South Sudanese National;
- Secondary school education or similar qualifications and experience in a training environment;
- Work experience in humanitarian aid related organisations;
- Good interpersonal and communication skills;
- Flexible, reliable and trustworthy;
- Fluent knowledge of English (verbal and written).

###### *Desirable:*

- Previous MRE/CL experience
- Working knowledge of MS Word and Excel



#### **How to apply**

Please send a covering letter outlining how your skills and experience meets the Person Specification along with your CV to Human Resources department through [jobs.southsudan@drc-ssudan.org](mailto:jobs.southsudan@drc-ssudan.org)

OR

Submit your hard copy application to the Human Resource department to the attention of **the Human Resource Manager**, DRC-DDG Office in Juba, along Addis Ababa Road, Opposite Aaron Hotel junction, between UNICEF Offices and Supiri Secondary School, Or DRC-DDG field offices in Malakal, or any location nearest to you.

**Note:** Title of the position/vacancy number MUST be clearly marked in the application and on the envelope containing your application.

#### **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 interviews. 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.

