



**INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT**  
**Vacancy No: JBA-2018/14/8/1**

**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 Greater Equatoria, Unity and Upper Nile States. Currently the South Sudan Programme works in 5 field locations and 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:	Protection Assistant
Report to:	Senior Protection Officer
Duty Station:	Malakal Town, South Sudan
Contract Type	Fixed-term with possibility of extension depending on funding availability
Employment Start Date:	As soon as Possible
Eligibility:	South Sudanese National only
Salary :	According to DRC DDG Salary policy – non negotiable
Advertisement Closing Deadline:	31 <sup>st</sup> August, 2018

**Purpose of the post**

The Protection Field Assistant position is to support the DRC Protection Unit in Malakal Site

**Responsibilities and Tasks**

- Supervision and management of Protection Outreach workers as well as guiding and overseeing the work of community outreach workers and ensuring that work and activities progress as agreed and in line with applicable standards;
- Planning of the daily and weekly activities of community outreach workers;
- Carry out data collection on a daily basis related to protection monitoring in selected areas and ensure that data management system(s) are maintained properly

- Provide high quality case management. This includes proper documentation of the protection concerns, identification and case referral services, and follow up of individual identified protection cases
- Conduct house to house visits, disseminating key messages on protection
- Conduct weekly Focus Group discussions with the communities respecting the principles of confidentiality, do no harm, and protection principles
- Conduct awareness raising on Protection and Human Rights to different target groups in the community.
- In collaboration with Community leaders and other agencies, establish Protection Networks to strengthen the community's self-protection capacities.
- Assist with preparing all relevant reports regarding the DRC protection activities.
- Participate in development of weekly and monthly activity plans.
- Fulfill any other duties and responsibilities as assigned by the supervisor.

## PERSON SPECIFICATION

### Qualifications and Experience:

- Diploma or its equivalent in a relevant field
- At least 2 years community-based training experience involving human rights and/or protection and protection monitoring/human rights experience
- Comprehensive understanding of human rights and protection principles
- Knowledge of Microsoft word, excel and email application software
- Fluency in English and Arabic

The duties and tasks above are given for indication and information purposes. DRC/DDG has the rights to update this job description according to the development of its humanitarian activities within its frame of intervention and in accordance with the south Sudanese Law.

### 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 HR and admin officer in DRC-DDG Office in Malakal.

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

### 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.

