



INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT
 Vacancy No: MBN-2017/3/2/2



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 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:	Protection Assistant
Report to:	Protection Officer
Duty Station:	Maban, South Sudan
Contract Type	Fixed-term with possibility of extension depend on funding availability
Employment Start Date:	ASAP
Salary	According to DRC DDG Salary policy - non negotiable
Advertisement Closing Deadline	23 rd February, 2017

Introduction

DRC DDG is an International non-governmental organisation, which promotes and supports durable solutions to the problems faced by refugees and internally displaced people all over the world. [Please elaborate]. In South Sudan, DRC has programmes in several states, supporting longer term solutions for returnees since independence as well as supporting the refugees from Sudan and IDP of the current crisis. In Bentiu POC, DRC provides protection services

Responsibilities and Tasks

Under the supervision of the **Protection Officer**, the holder of this position is expected to perform the following duties:

- Hold office in the respective Community Information Centres, record and maintain all cases involving persons of concern that approach the CIC
- Conduct daily visits around the camp to observe, identify, and collect information on the situation of the internally displaced people (IDPs), taking into special account vulnerable people, noting and reporting on gaps that may exist in service provision;
- Monitor the state of the camp (schools, child friendly spaces, water points, clinics, shelters, latrines, roads, etc.) and report any gaps, misuse or repairs needed;
- Support in community mobilization and formation of leadership structures, women's committee, elderly and disabled committee, youth committee as well as other committees or groups;



- Collect data on and report any incidents, threats, or risks in the camp using the Incident Report Form;
- Monitor food distributions and other camp events to ensure equal access, non-discrimination, protection of extremely vulnerable individuals, and compliance with Codes of Conduct.
- Ensure presence at the reception center or desk at the gate for new arrivals, guiding them through the process and identifying vulnerable individuals if any, taking note and reporting of the specific vulnerabilities and making regular follow up on them after allocation of plots.
- Conduct regular focus group discussions or other conversational forums with the community to understand their perceptions of service provision within the camp.
- Identify protection issues and report to the Protection Officer for referral to the relevant actors;
- Report any discriminatory access to basic provisions and services as water, food, shelter, basic health services, particularly for persons with specific needs;
- Inform the camp population of their rights and obligations and services available;
- Translation from Arabic to English;
- Other duties assigned by the Protection Officer.

PERSON SPECIFICATION

Qualifications, experience and personal requirements:

- 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 required.

The duties and tasks above are given for indication and information purposes. DRC/DDG has the right 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

OR

Submit your hard copy application to the Human Resources Department to the attention of **HR Manager** in the following locations

1. Juba Office located along Addis Ababa Road, opposite NPA Mine Action Main Office
2. Maban Office on the Main road behind MSF Compound in Maban County or Email your application with the subject line "**Protection Assistant**".

Further information

Please note, as these positions are 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.

