

*Approved*  
*RRC - July 3 2017*  
*Cheney*  
**INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT**  
**Vacancy No. JBA-2017/30/6/3**

*50 H3*  
**80 JUN 2017**  
*[Signature]*

## 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 Unity and Upper Nile region. Currently the South Sudan Programme works in 6 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.

DRC-DDG Seeks to Recruit:-

<b>Position Title:</b>	Senior Protection Monitoring officer (2 Positions)
<b>Report to:</b>	Emergency Protection Manager
<b>Direct Report:</b>	Protection Monitoring Officer
<b>Duty Station:</b>	Roving
<b>Contract Type</b>	Fixed-term with possibility of extension depend on funding availability
<b>Eligibility:</b>	Only South Sudanese National
<b>Employment Start Date:</b>	ASAP
<b>Salary</b>	According to DRC DDG Salary scale
<b>Advertisement Closing Deadline</b>	19 <sup>th</sup> July, 2017, 5:00 PM, EAT

## Purpose of the post

The Senior Protection Officer will undertake protection/human rights monitoring in the crisis affected areas-as determined by the work plan. His/her role will be to monitor the protection concerns and needs of the IDP population by providing information through focus group discussions and individual interviews to those affected, conducting household surveys, rapid assessments, community mobilization and general monitoring visits. The PO will also contribute to the analysis and dissemination of data collected to other relevant actors in order to address the identified protection concerns. Additionally, the SPO will address protection concerns through the provision of referrals to the relevant actors in the camp. Finally, the SPO, with support of the Protection Manager, will be responsible for delivering work-shops and training at the community level and to other stakeholders on human rights and basic protection principles. The SPO will throughout his/her work ensure confidentiality and strictly adhere to the Code of Conduct.

## Responsibilities and Tasks

- Coordinate the team of POs for the conduction of daily activities with the support of the Protection Program officer
- Conduct regular household visits and general monitoring visits to refugee households to identify protection concerns and persons with specific needs (PSNs)
- Ensure that the POs will be able to independently prepare the financial and other relevant documents required for the implementation of the activities, providing them with guidance and trainings if needed
- Hold office at the Community Information Centres and to enable refugees to access information and to refer refugees to partners for the appropriate interventions
- Mobilize the refugee community and facilitate awareness raising activities with other DRC sector teams (FSL) as well as partner organizations, disseminating information about policies, laws and entitlements relevant to the IDP and host population
- Ensure teamwork among the POs and effective coordination with other DRC departments
- Assist the Protection Manager and the Protection Program Officer with designing training modules and tools on on topics such as IDP rights and IDP legislation in South Sudan, responsibilities of IDPs and IDP documentation, appropriate for adult learners and relevant to their needs

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- Schedule and facilitate trainings and workshops for the refugee population and relevant stakeholders on refugee rights, responsibilities and other protection-related material
- Prepare all necessary documentation for each activity (including TORs, Procurement Requests, budgets, spending projections, and payment requests) and for the reconciliation of the money spent during each activity
- Compile field trip reports of every activity undertaken (training, monitoring, community mobilisation, case follow-up and refresher trainings) in a timely manner
- Create weekly and monthly work plans for POs to schedule the team's program activities with the support of the Protection Program Officer
- Liaise and build partnerships with local authorities, activists, chiefs and other relevant actors to encourage participation in, support for and a better understanding of the program activities
- Assist in the collection and analysis of data, policies, laws and entitlements relevant to the IDP population
- Participate in coordination meetings as requested by Protection Manager
- Perform any other duties as requested by the Protection Manager

## PERSON SPECIFICATION

### Qualifications and Experience:

#### Essential:

- Higher Diploma or Degree in Social Sciences, Law, or related field
- At least 3 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.
- Commitment to human rights and protection principles
- Strong English writing and organisational skills
- Familiarity with customary laws, judiciary systems and legal developments and issues in Southern Sudan

#### Desirable:

- Excellent interpersonal skills and works well with people of different cultures, gender and backgrounds
- Works collaboratively with team members to achieve results
- Remains productive when under pressure with the ability to prioritize effectively, and respects and adheres to deadlines
- Able to work in a variety of environments and is prepared to conduct field missions for most of the week, often overnight, to remote locations with few amenities
- the past of carrying out and supervising training at different scales with different partners
- Strong relationship building / interpersonal skill;
- Basic protection and human rights training;
- Positive attitude;
- Energetic and interested
- Fluency in both Arabic and English (spoken and written)



### How to apply

Please send a covering letter outlining how your skills and experience meets the Person Specification along with your up to date CV, Copies (not original) of National ID card and academic certificates 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 Manager to DRC-DDG Country office located along Addis Ababa Road, Opposite Norwegian People's Aid (NPA) main office or UNICEF Country office.

Title of the position/vacancy number **MUST** be clearly mark in the application subject line and on envelop.

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

### Further information

**NOTE:** only short listed candidates will be contacted.

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://www.comms.southsudanngoforum.org> for other suitable opportunities.

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