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RRC - Jobs
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OFFICE OF REGISTRAR GENERAL
REPUBLIC OF SOUTH SUDAN
14 FEB 2017

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14/2/2017
MINISTRY OF LABOUR, PIA & PUBLIC SERVICE
HUMAN RESOURCE DEVELOPMENT

INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT
Vacancy No: JBA-2017/14/2/3

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 Monitoring Officer
Report to:	Emergency Protection Manager
Duty Station:	Juba, South Sudan
Contract Type	Fixed-term with possibility of extension depend on funding availability
Employment Start Date:	As soon as possible
Salary	According to DRC DDG Salary policy - non negotiable
Advertisement Closing Deadline	6 th March 2017

Purpose of the post

The 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 PO will address protection concerns through the provision of referrals to the relevant actors in the camp. Finally, the PO, with support of the Protection Manager, will be responsible for delivering workshops and training at the community level and to other stakeholders on human rights and basic protection principles. The PO will throughout his/her work ensure confidentiality and strictly adhere to the Code of Conduct.

Responsibilities and Tasks

- Conduct regular household visits and general monitoring visits to internally displaced persons (IDP) households to identify protection concerns and persons with specific needs (PSNs)

HR DEPARTMENT
DRC DANISH REFUGEE COUNCIL
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DDG DANISH DEMINING GROUP
JUBA - SOUTH SUDAN

RELIEF & REHABILITATION COMMISSION
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- Ensure daily presence (working hours) at the Information, Advice and Referral Center in and individuals to partners for the appropriate interventions
- Mobilize the IDP community and facilitate awareness raising activities with other DRC sector teams as well as partner organizations, disseminating information about services available in the camp
- Record persons with specific needs and refer them to the appropriate service providers.
- Ensure clients referred are documented in the referral recording book on a daily basis and follow up with the clients to ensure a meaningful access to services.
- Assist the Protection Manager with designing training modules and tools on topics such as human rights and basic protection principles for Community Protection Committees and other community structures.
- Prepare all necessary documentation for each activity (including weekly vehicle movement plans, order requests, payment requests, etc.) and for the reconciliation of the money spent during each activity
- Compile reports of activities undertaken, when requested
- Work with the Protection Manager and fellow POs to create weekly work plans to schedule the team's program activities
- Liaise and build partnerships with block leaders, chiefs, community leaders 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 relevant to the IDP population and their protection concerns
- 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 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.

Desirable:

- 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

Work based skills and competencies:

Essential:

- 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 over night, to remote locations with few amenities

Desirable:

- 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

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 Resource department to the attention of **Human Resource Manager** DRC-DDG Office located along Addis Ababa Road, opposite NPA main office.



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

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.

