



MAG South Sudan  
Plot No 224  
Block 3k South  
Juba Na Bari (Tong Ping)  
First Class Residential Area

**VACANCY – Community Liaison Officer (2 position)**  
**Open to South Sudanese Nationals Only**

**Employer:** Mines Advisory Group (MAG)  
**Department:** Operations  
**Reporting to:** Community Liaison Manager  
**Base Location:** South Sudan  
**Working Area:** South Sudan

Mines Advisory Group (MAG) is a Humanitarian, none profit making organization concerned with the impact of landmines in South Sudan. MAG South Sudan is recruiting for highly competent, proactive CL officers for its field based operations.

**Summary of the Position**

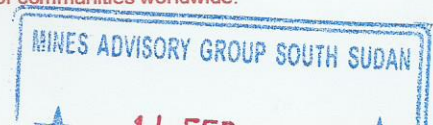
The CL Officer is responsible for working in a participatory manner with community, local authority and NGO representatives to gather, disseminate and document information on the presence and impact of explosive remnants of war, and to design and deliver mine risk education programs for a diverse target audience.

This is a Field Based position, and will be part of a MAG project that carries out activities in communities affected by landmines across the country. The applicant must be willing to work, travel to any part of South Sudan when required.

**Principal responsibilities**

MAG South Sudan employs multi-skilled Community Liaison Officers. A Community Liaison Officer will therefore be expected to carry out some or all of the following activities:

- Ensure the safe execution of all duties, in line with Standard Operating Procedures, as directed by the TFM or Team Leader.
- Liaise with communities, local authorities and other NGO's to gather information using interviews, meetings, community mapping and other participatory activities.
- Deliver risk education to targeted groups ensuring that all participants have a good understanding of risks and mitigation strategies.
- Deliver training and provide on-going support to key community focal points to enable them to implement appropriate MRE activities.
- Contribute ideas to improve the delivery of safety messages to the communities in order to achieve the aim of behaviour change
- Conduct need and impact assessments as directed by the TFM or Team Leader.



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- Conduct non-technical survey and record confirmed/suspected hazardous areas as reported by the community, in line IMSMA requirements.
  - Take due care and responsibility for all equipment issued by MAG.

### **Reporting and Record Keeping**

- Record the impact of MAG's work and the need for future work through the collection of case studies, photographs, needs assessments and evaluation reports.
- Record all mine/UXO related accident or incident, as reported by the communities, following IMSMA reporting tools.

### **Shared Responsibilities**

- All field team members have a shared responsibility to maintain high levels of hygiene and health and safety standards in operational and camp areas.
- Carry out any other duties deemed necessary and reasonable to meet MAG's operational requirements, as requested by the line manager or supervisor.

### **Essential Experience**

- Experience of developing good relationships with people and working in a cooperative way

### **Essential Skills and Knowledge**

- Excellent interpersonal skills with the ability to build effective relationships
- Excellent presentation skills with the ability to engage with an audience
- Good level of written and spoken English
- Good literacy, numeracy and IT skills

### **Essential Aptitude**

- Ability to work independently with initiative and a solution orientated approach
- Self-motivated, flexible and enthusiastic approach to work
- Determined to high quality standards

### **Requirements**

#### Education and Experience:

- Bachelor's degree or Diploma in Community Development or Social Work
- At least 3 years work experience with an NGO or INGO

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- Experience with a humanitarian mine action organization in a technical or community liaison role will be an added advantage
  - Recognized secondary school certificate
  - Good ability to use office software such as Microsoft Word, Excel, and PowerPoint
  - Strong internet research skills, including ability to evaluate sources
  - Excellent English language ability (written and spoken)
  - Professional demeanour; comfortable interacting directly with senior team members
  - Able to work independently on assigned tasks
  - Detail oriented
  - Strong organizational skills

### **How to apply**

- Please submit a CV and cover letter to MAG.
- You **MUST** include a cover letter (1 full page A4 maximum) that explains why you want to work for MAG/an NGO and how your education and experience will prepare you to succeed in this position.
- Short listed candidates will be contacted for an interview and test.
- Attach copies/scan of academic certificates and copy/scan of national ID card to:

Lillian.Njoroge@maginternational.org, or drop off your application in person at MAG South Sudan, Juba Office Tong Ping, First Class Residential Area by **Thursday, 28 February 2019**. Do not submit original certificates, MAG will not return application documents.

*Women and men are both encouraged to apply. MAG is an equal opportunity employer. Persons with disabilities are encouraged to apply.*

