



INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT

Vacancy No: MBN/2017/5/12/3/



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:	Deputy Camp Manager
Report to:	Camp Manager
Duty Station:	Maban
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	15 th December 2017

Purpose of the post:

The Deputy Camp Manager will be responsible for supporting the camp manager in strengthening coordination, monitoring of service delivery, strengthening of information management system, and ensure maximum community engagement, establishing and strengthening community structures, supervising and managing senior and community services officers, continually sensitize staff, partners, refugee leadership on CCCM concepts. Actively organize and participate in camp coordination meetings, initiate, supervise and facilitate assessments and contribute in concept note and proposal development, compiling and sharing weekly and monthly reports

Key responsibilities and tasks

- Support community structures in development of terms of reference (TOF)
- Protection and gender mainstreaming in camp management operations
- Supervise and manage senior CCCM Officer and community services Officers as well as guide and oversee the work of field Assistants ensuring that work and activities progress as agreed and in line with applicable standards;
- In absence of the camp Manager chair monthly camp coordination meetings
- Support peaceful co-existence activities by liaising with UNCHR and other key peace stakeholders
- Assist in development of concept notes, proposal and budgets in close cooperation with the Senior Camp management staff.
- Weekly and monthly reporting to camp manager
- Building the capacity of project staff and stakeholders in CCCM and the DRC's code of conduct
- Human Resource Management (recruitment, motivation and appraisal of staff)
- Any other tasks assigned by the Camp Manager to support general camp management operations.

Experience and technical competencies:

Essential:

- Minimum 5 years of experience in similar job or related Job
- Experience in CCCM is a must
- Proven organizational ability.
- Ability to work proactively and with initiative.
- Commitment to team approach.
- Excellent interpersonal and communication skills.
- Highly motivated, flexible, reliable and trustworthy.
- Report writing and training skills
- Cultural awareness and sensitivity towards different ethnic groups.
- Highly professionally matured personality able to liaise between all relevant groups: newcomers/owners of luggage, camp-residents, host-community, DRC staff-colleagues, DRC-Management.

English (Professional Working Proficiency)

- Excellent analytical, communication skills, Writing and Presentation Skills.
- Good computer skill especially in Excel and MS Words.



Qualifications and Experience:

Essential

- Degree in social sciences or equivalent; Master's Degree an asset Knowledge of Microsoft Word, Excel and Email application software

Languages:

- Fluency in English and Arabic

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 Officer** in the following location

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 hrofficer.maban@drc-ssudan.org your application with the subject line "**Deputy Camp Manager**":

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.

