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Approved
Alm. M. L. P. S. R. H. D.
22-01-2017



INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT

Vacancy No: KDK-2017/25/1/1



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 Officer
Report to:	Protection Manager
Duty Station:	Kodok – 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	14/02/2017



Danish Demining Group (DDG) is a Humanitarian Mine Action and Armed Violence Reduction Unit in the Danish Refugee Council (DRC).

Purpose of the post

The Protection Officer position is to support the DRC Protection Unit Kodok Site.

Responsibilities and Tasks

- Supervision and management of Field Assistants as well as guiding and overseeing the work of community outreach workers, ensuring that work and activities progress as agreed and in line with applicable standards;
- Planning of the daily and weekly activities of Field Assistants and community outreach workers;
- Ensuring that the organization's financial, logistics, security and human resources policies and procedures are fully implemented by the Field Assistants and community outreach workers.
- Carry out data collection on a daily basis related to protection monitoring in selected areas and ensure that data management system(s) are maintained properly; -Protection monitoring shall be conducted through house to house visits, focus group discussions with different target groups and with due regard to the principles of confidentiality, do no harm and any other relevant protection principles
- Provide high quality case management. This includes proper documentation of the protection concerns, identification and case referral services, and follow up of individual identified protection cases
- Conduct house to house visits disseminating key messages on protection
- Conduct weekly Focus Group discussions with the communities, youth and elders respecting the principles of confidentiality, do no harm, and protection principles
- Conduct awareness raising on Protection and Human Rights to different target groups in the community.
- In collaboration with Camp Management agency, Community leaders and other agencies, establish Protection Networks to strengthen the community's self-protection capacities.
- Attend coordination meetings to represent DRC as instructed by the supervisor
- Build a good working relationship with all humanitarian actors, community leaders and IDPs.
- Conduct continuous advocacy on protection issues among the different clusters/humanitarian agencies.
- Contribute to the overall protection analysis in Malakal site. This includes raising the issue where trends or red flags are observed, when interagency or DRC protection assessments are initiated or when DRC engages in external communications activities related to protection.
- Any other tasks delegated by the Supervisor

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:



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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, of-ten overnight, 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

This job description is an appendix to the contract and the employer can at any time make changes, after discussions with the employee.

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 letter, Update CV and copies of academic documents to the Human Resource department to the attention of **Human Resource Manager** in the following location

1. **Juba** office located along Addis Ababa Road, opposite NPA Main office
2. **Malakal/Kodok Office** in Malakal POC/Kodok.

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

Further information

Please note, as this position is 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.

