



Job Advertisement

POSITION: Staff Safety and Access Officer

LOCATION: Juba

STARTING DATE: ASAP

Tearfund is a Christian international relief and development agency working globally to end poverty and injustice, and to restore dignity and hope in some of the world's poorest communities.

Our vision is to see all people freed from poverty, living transformed lives and reaching their God –given potential by:

- Envisioning churches to embrace their calling to address poverty and injustice
- Developing communities and building resilience, sustainably and holistically
- Changing unjust policies and practices to deliver justice for poor communities
- Enabling communities affected by disaster and conflict to recover quickly and be better equipped to face future hazards.

We are committed to developing experts who are inspired, resourceful, courageous, compassionate and equipped. If you are interested in working with us, take time to look around our website and discover more about our unique organisation.

Tearfund South Sudan Programme is looking for a suitable **South Sudanese** candidate to fill in the position of **Staff Safety and Access Officer** to be based in **Juba**.

JOB OVERVIEW

Tearfund values the key role that SFPs play in enhancing the country team's security culture, by providing capacity for routine security tasks, and ensuring staff knowledge and compliance with security policies and procedures. However, Tearfund also recognises that in order to fulfil this role effectively, even in relatively benign security environments, SFPs require training and support. The complexity of the role, particularly as a secondary function, requires defined knowledge and skills.

POSITION IN THE ORGANIZATION

- Grade: B1
- Reports to the Regional Staff Safety & Welfare Manager
- Dotted line management responsibility for field Safety Focal Staff.
- Closely coordinates with the Logistics Manager, Area Coordinators, program managers, Finance Manager, and HR Manager where need be or appropriate.
- Frequent travel to all program field sites to provide technical support to the focal point person



TEARFUND'S CHRISTIAN CULTURE

- We believe that prayer and discernment is fundamental to Tearfund achieving its mission of restoring relationships, ending extreme poverty, and transforming lives. As a Tearfund staff member you are expected to:-
- Engage with Tearfund Prays and the Prayer hub
- Lead or participate in spiritual sessions of prayer and biblical reflection within your group
- Be committed to Tearfund's Mission, Values, and Beliefs statement and to be actively working and living in accordance with Tearfund's Christian beliefs and theology of mission
- Maintain your own spiritual development, discover your gifts/callings and grow in discipleship

ORGANIZATIONAL REQUIREMENTS

- The post-holder will, at all times, carry out their responsibilities with the utmost respect for the protection of children in accordance with Tearfund's Child Protection Policy.
- The post-holder will be required to actively participate in the spiritual life of Tearfund in the following ways:
 - To model Godly leadership in all aspects of character and conduct.
 - To lead or contribute in Christian worship, prayer, teaching and biblical reflections during collective staff prayer times and encourage staff to attend as is appropriate.
 - To be committed to and share in the outworking of Tearfund's Mission, Purpose, Values and Beliefs statement.
 - To actively work and live in accordance with Tearfund's Statement of Faith and Tearfund's Christian ethos.
 - To pursue and maintain a Christian faith through ongoing personal spiritual development and a relationship with God.
- The post-holder will be expected to behave in accordance with Tearfund's 'Code of Conduct' as referred to in the Personal Conduct Policy.
- Ensuring staff familiarity with Tearfund's mandate, values, Quality Standards, policies and programme objectives and their individual responsibilities in upholding these standards and policies.

KEY RESPONSIBILITIES

- Review of and support to safety policy implementation at country level
- Review of safety guidelines and feedback to managers who are responsible for ensuring that guidelines are in place and adequately used.
- Discussion and review of security management within the country team, when carrying out a field visit. Recommendations to address issues will be sent to the Country Security Manager and field managers through a specific report. This should include issues discussed as well as action points agreed, preferably with a timeframe. This should then permit the SFP and the managers to give feedback to the CSM on progresses made and potential delays/blockages so solutions can be found.



- Advice and support when a security/safety incident occurs (including reviewing with the team why the incident happened and if anything could be done to minimise such risk in the future). Management of the incident itself remains the responsibility of the line manager.
- Support to managers in gathering and analysing security/safety information (line managers remaining overall responsible for such activity).
- In agreement with managers, safety briefing for new staff and visitors.
- Interaction with the regional staff safety (Regional Staff safety and Welfare manager)
- Keeping the RSM informed of key issues related to safety management and policy within the country, including recommendations made to managers.
- Sharing country safety analysis with the RSS.
- To act as a country focal point on proactive security issues
- In coordination with the regional Staff safety (RSS), dissemination of best practices/tools in terms of safety management.
- Identification of training and learning needs on safety management and – with the support of the Country Safety Manager (CSM) – assistance to the teams to meet those needs.

Crisis management

- Be on call for any emergencies occurring.
- In consultation with the Regional Security Manager implement response to any incidents and emergencies, and provide timely reports of evolving situation and effectiveness of response.
- Prepare incident reports and follow up actions.
- Based on incidents and changes to national context, identify needs for modifying contingency plans and/or procedures with Support from Regional Security Manager.
- To lead crisis incident management preparations and response in coordination and Support with Regional Security Manager and SMT.

PART 2 PERSONAL SPECIFICATION

JOB TITLE: Staff Safety and Access Officer

	ESSENTIALS	DESIRABLE
Qualifications	★ Degree in political Science or related field	★ Relevant certificate in Safety and Security Trainings
Experience	<ul style="list-style-type: none"> ★ A minimum 5 (Five) years of experience in security investigation or similar within a military, police or security organisation is required. ★ At least one year experience and exposure in a conflict or post conflict environment is required. 	<ul style="list-style-type: none"> ★ Security background with at least 3 years of proven field experience within the security industry, INGO or UN within South Sudan. ★ Excellent understanding of security best practice, together with the current security context within South Sudan and an established network in the security environment within South Sudan and the region
Skills/Abilities		★ Training and mentoring skills



	<ul style="list-style-type: none"> ★ Ability to travel widely and frequently to the Saferworld field locations when needed ★ Ability to prioritise security related tasks and complete reports to deadlines. ★ Strong leadership skills and proven skills in supporting and managing a team in hostile environments ★ Experience of working in hostile environments. Self-motivated with the ability to work autonomously in a highly stressful and challenging environment ★ Excellent written and verbal communication skills (including the ability to communicate effectively in a particular language other than English for specific programs) ★ Computer literate, able to work efficiently in Word, Excel, Outlook ★ Ability to lead, participate and facilitate in collective staff prayer and bible studies 	<ul style="list-style-type: none"> ★ Arabic language spoken/written ★ Radio and satellite phone troubleshooting ★ Electrical power generation troubleshooting ★ Off-road driving (4x4, winching) training skills
Personal Qualities	<ul style="list-style-type: none"> ★ Committed Christian with a personal relationship with God ★ Committed to regular Christian fellowship with other Christians ★ Christian motivation in relation to injustice and serving those in need. ★ Emotionally & spiritually mature ★ Team player ★ Understanding and sensitivity to cross-cultural issues ★ Commitment to accountability to beneficiaries, showing dignity and respect, and demonstrating listening and understanding ★ Flexibility, ability to remain calm under pressure ★ Willingness to travel and live in basic conditions 	<ul style="list-style-type: none"> ★ Networking
<p>OTHER COMMENTS:</p> <ul style="list-style-type: none"> ● Regular travel across cluster countries is a requirement ● All roles require a DBS/Police check ● Tearfund is a member of the SCHR Misconduct Disclosure Scheme 		



- Personal identification information will be submitted against a Watchlist database to check against criminal convictions as a counter-terror measure

How to Apply:

If you are the candidate we are looking for, please submit your CV and cover letter **only in English** as well as Tearfund application form- which can be collected from the HR Department at Tearfund office or find attached with the advert, Located in **ECSS Compound, Hai Jerusalem** detailing your experience for the post and include your daytime telephone contact. Applications online can be submitted to

southsudan-recruitment@tearfund.org the subject matter of your email should be the title of the job you are applying for.

Closing date for receiving applications is **30th June 2022 at 5:00pm**.

NB:

- Applications once received are not returnable
- Female Candidates are encouraged to Apply
- Due to the urgency of the position, applications submitted will be shortlisted on a rolling basis, should there be suitable candidates, and the position may be filled before the deadline for applications.
- Only short-listed candidates will be notified.

