



VACANCY ANNOUNCEMENT ASSISTANT GENDER AND PROTECTION OFFICER

Concern South Sudan is an international humanitarian NGO working in South Sudan since 1998. It is dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world's poorest countries through the provision of Health & Nutrition, Shelter, WASH and Livelihood activities in the three States of South Sudan.

Concern South Sudan is looking for a suitable candidate to fill the position of Assistant Gender and Protection Officer be based in Kajo-Keji, Central Equatoria State.

Job Purpose:

The purpose of this position is to promote the integration of Gender and Protection principles and practices within the work of Concern World Wide South Sudan. She will support Gender and Protection Mainstreaming in the program activities in Kajo Keji County, Central Equatoria State, and ensure issues related to Gender and Protection are responded to effectively. Provide technical assistance to the project teams and support the M&E team to collect and analyze data in relation to the Gender and Protection. She will also support the efforts to improve safeguarding initiatives for Concern staff and Partners.

Main Duties & Responsibilities:

- To strengthen Gender and protection in Concern's Programme in Kajo Keji
- Conduct regular check out for gender and protection inclusion status in the programmes and advice on appropriate measures to take
- Ensure gender and protection are integrated in all Programme activities
- Participate in regular Gender and Protection cluster meetings
- Conduct regular field visits to support the implementation of Gender and Protection activities in the programme areas and communicate any issues that arises.
- Responsible for mainstreaming protection and gender activities in all activities
- Build the capacity of the project staff and partners to understand and implement transformational approaches and activities related to the promotion of gender and protection
- On a bi-weekly basis, share updates on the Gender and Protection ongoing initiatives, with the gender and equality coordinator and point any issues for her support or action
- Proactively identify opportunities for improving gender and protection mainstreaming in programme activities and contextualization of gender and protection interventions
- Support gender and protection analysis in Kajo Keji, to identify protection needs of men, women, boys, girls, youth, people with disabilities, older people and other vulnerable groups, and implementation of appropriate interventions in line with the needs identified
- Lead on identification, implementation and coordination of initiatives for improving staff welfare in Kajo Keji, and the attraction and retention of female staff
- Develop a monthly narrative reports on the ongoing Gender and Protection activities in Kajo Keji.
- Carry out any other tasks required by the line manager.
- Assist the staff welfare officer in the management of Concern's safeguarding system in Kajo Keji
- Coordinate, support and advise on implementation of concern safeguarding standards and initiatives
- Act as safeguarding focal person and respond or refer potential allegation of safeguarding when reported
- Support in planning, implementing and reporting of safeguarding investigations
- To raise awareness on the Code of Conduct and associated policies (namely the Programme Participant Protection Policy, Child Safeguarding Policy and Anti-Trafficking in Persons Policy), within Concern team, and externally with other programme participants and partners
- Provide a monthly update on safeguarding to the Gender and Equality Coordinator and the Staff Welfare Officer for guidance and support



- Support the M&E team in the process of identifying and documenting case studies, lessons learnt and best practices and success stories on Gender, Protection and Safeguarding at field level, within Concern and externally with donors and other agencies.

Persons Specifications/Experience

- Minimum Qualification required: Diploma in Human rights, Gender studies Social Sciences, Development studies, or other related fields
- Experience: At least 0-3 years' experience in implementing Gender and Protection related programmes in humanitarian, recovery or development context
- Experience in implementing CRM or Safeguarding in humanitarian, recovery or development context
- INGO experience in multi-sectoral programs, (Health, Nutrition, WASH preferred)
- Experience and demonstrable skills in working with communities in Kajo keji
- Experience and skill in information analysis
- Ability to transfer knowledge to diverse audience through training, mentoring, coaching

Technical Skills Required:

- Proficiency in database management
- Computer skills in MS Office (Excel, Word, Power-point, Outlook, Access)
- Excellent oral and written English skills
- Report writing skills

Competencies

- Other language proficiency (spoken): Kuku Language and local Arabic
- Awareness of Safeguarding including, in particular, being sensitive to areas of sexual exploitation, abuse, harassment and trafficking of adults and children
- Demonstrate a person centred approach
- Commitment to Concern's values such as equality, dignity and respect
- Commitment and strong understanding of cultural context and security risks in Kajo Keji
- Maintains and understands the importance of confidentiality
- Network skills to build and utilize contacts and relationships
- Excellent communication skills
- Self-disciplined, high level of integrity, honesty and respect for diversity

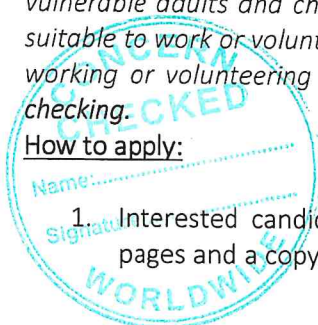


Safeguarding at Concern: Code of Conduct and its Associated Policies

Concern has an organisational Code of Conduct (CCoC) with three Associated Policies; the Programme Participant Protection Policy (P4), the Child Safeguarding Policy and the Anti-Trafficking in Persons Policy. These have been developed to ensure the maximum protection of programme participants from exploitation, and to clarify the responsibilities of Concern staff, consultants, visitors to the programme and partner organisation, and the standards of behaviour expected of them. In this context, staff have a responsibility to the organisation to strive for, and maintain, the highest standards in the day-to-day conduct in their workplace in accordance with Concern's core values and mission. Any candidate offered a job with Concern Worldwide will be expected to sign the Concern Staff Code of Conduct and Associated Policies as an appendix to their contract of employment. By signing the Concern Code of Conduct, candidates acknowledge that they have understood the content of both the Concern Code of Conduct and the Associated Policies and agree to conduct themselves in accordance with the provisions of these policies. Additionally, Concern is committed to the safeguarding and protection of vulnerable adults and children in our work. We will do everything possible to ensure that only those who are suitable to work or volunteer with vulnerable adults and children are recruited by us for such roles. Subsequently, working or volunteering with Concern is subject to a range of vetting checks, including criminal background checking.

How to apply:

1. Interested candidates are requested to submit their Applications, Updated CVs of not more than 3 pages and a copy of their nationality ID and copies of educational certificates to: at Concern Field office



in Leikor, Kajo-Keji, or Juba Office located at Tongping, Airport road opposite Ebony Bank or dropped your applications to our email vacancies.juba@concern.net from 23rd November to 10th December 2021.

2. The position is a local recruitment and strictly open to South Sudanese nationals only.
3. Only shortlisted candidates will be contacted and applications submitted will not be returned.
- 4 *Please complete the summary profile form and criminal background check form when submitting your application*
- 5 *Due to the urgency of the role we will be reviewing applications on daily basis and might offer the role before the application closing date*

CONCERN WORLDWIDE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT CHARGE FOR ANY KIND OF RECRUITMENT. WOMEN ARE STRONGLY ENCOURAGED TO APPLY TO OUR ORGANIZATION. WE CELEBRATE DIVERSITY!

