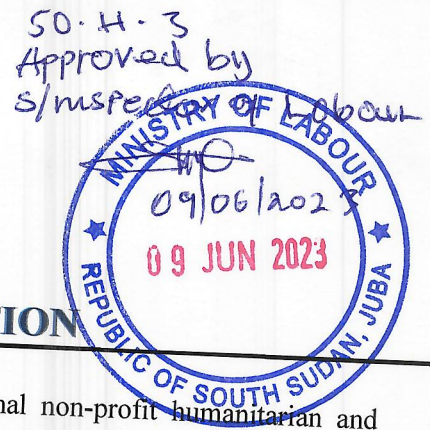




SMILE AGAIN AFRICA DEVELOPMENT ORGANIZATION



Smile Again Africa Development Organization (SAADO) is a national non-profit humanitarian and development organization dedicated to working with the youth and their communities to reach their full potential. Founded in 2011, SAADO works across all the states of South Sudan promoting social cohesion and empowering communities to tackle the causes of poverty and injustice. We provide humanitarian assistance to families affected by disaster & conflict while partnering with communities for long-term solutions to alleviate poverty. Motivated by the potential in the youth, we optimize their role to foster peaceful co-existence and economic empowerment in South Sudan.

SAADO is looking for some qualified persons to fill the position of;

Job Title:	PSEA & Safeguarding Officer
Line Manager:	GBV & Protection Program Manager
Location:	Malakal, Upper Nile State

Job Summary:

Reporting to the GBV & Child Protection Program Manager, the PSEA & Safeguarding Officer will provide both technical support as well as operational and coordination of PSEA activities in SAADO office field locations and partners. SAADO has no zero tolerance toward sexual exploitation and abuse and child abuse. PSEA & Safeguarding take seriously all concerns and complaints about sexual exploitation and abuse and child abuse. That involves its employee and related personnel SEA violates universally recognized, internal legal norms and standards.

KEY RESPONSIBILITIES

- **Raise awareness including the partners on the complaint mechanism:**
- Conduct Training and awareness of the SEA Code of Conduct to all SAADO staff and partners
- **Receive complaints:** receive an initial complaint, to assess immediate protection needs (physical, medical, psychological), make an appropriate referral for immediate care and further action including investigation. All complaints, including SEA cases received, will be assessed and determine their (complaints) nature. Based on needs, all actionable complaints will be forwarded to the concerned SAADO Executive Director through the Program Manager GBV & Protection for further actions including investigation and feedback¹. All complaints shall be recorded using the complaint/referral feedback form for a referral.

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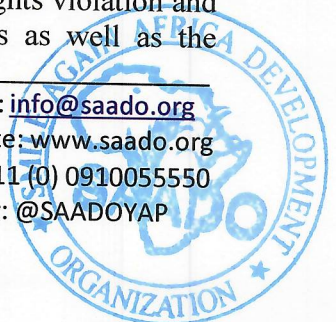


- Established Community structures/leaders' roles in SEA complaints in the SAADO Operation areas.
- Develop strategies, systems, and procedures to respond to SEA, including integrating already existing complaint mechanisms and identifying additional complaint channels, supporting members and Country Offices with guidance on best practice community-based complaints mechanisms, and supporting the membership in developing investigative capacity and standards in victim/survivor assistance.
- In coordination with HR, support the PSEA/CP policy development and integration of related policies across SAADO with an aim of achieving greater consistency e.g. child protection policy, sexual harassment policy, and Code of Conduct.
- Victims/survivors may find it comfortable and appropriate to report abuses including SEA against them by aid workers to community leaders. To ensure that SEA concerns are reported appropriately, and victims/survivors supported, key community leaders shall be identified and trained to serve as community SEA focal persons. The community SEA focal persons shall receive training on basic concepts of SEA, services available for victims/survivors, and referrals. Once a SEA case is identified by any community leader he or she shall immediately forward such complaint to the PSEA & Safeguarding officer through a face-to-face meeting or mobile call for further actions including referral. It is important to note that community leaders are not allowed to investigate any SEA cases reported to them.
- **Immediate response to victims/survivor** Once a complaint is received, the victim/survivor's immediate assessment for health, security, and psychosocial needs must be conducted by SEA focal persons based on the needs identified and the victim's consent, a referral for appropriate services including psychosocial, healthcare, and safety/security must be made through the existing referral mechanism. It is important to note that the SGBV Women's Centers are staffed with trained case managers to provide case management and psychosocial services including referrals for healthcare, safety, and legal needs. The Women's Centers shall serve as entry points for all other referrals according to the referral pathway.
- **Follow up the complaint:** Follow up of the complaint received shall be done between the Community Leaders and the SAADO whose staff is involved in a particular complaint. The follow-up shall keep the Community Leaders abreast with the different levels a complaint has been handled. SAADO whose staff has been reported shall provide regular updates about the complaint to the PSEA/Safeguarding in written or through regular meetings
- **Investigation of allegation:** A common investigation policy shall provide a clear framework that exists in the organization to conduct quality, confidential, safe, and transparent investigations into allegations of staff misconduct in the SAADO office or Field locations.
- **Response to investigation findings:** All outcomes of the SEA investigation shall be communicated PSEA / safeguarding Officer about the status of the investigation and action taken at least a week after the investigation is completed. And notify the complainant or victims in a safe and timely manner about the outcome of the investigation.
- **Take disciplinary procedures:** Perpetuation of SEA is gross human rights violation and misconduct. It is a breach of Humanitarian standards and principles as well as the

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organizational code of conduct and requires disciplinary action including immediate termination. To ensure justice and transparency, feedback shall be provided to the victim/survivor or complainant on the outcome of the investigation/disciplinary action taken. Where national laws are applicable, referral for prosecution is applicable where necessary.

- Make sure all the contracts for stakeholders have elements of PSEA.
- Make sure all staff understand and Sign the PSEA policy and put it in their personal files
- Any other responsibility is given by the supervisor

Qualifications and experience, skill and competence

- Bachelor's degree in degree in social work or other social sciences, public/community health, gender, legal advice as it relates to Child Protection, and development or related field.
- At least 3-5 years of professional work experience in agribusiness development, value chain development.
- A very good understanding of child protection, family care and alternative care, and other key technical areas of child protection programming and a working knowledge of the other sectors that include education, and livelihoods.
- Past experience leading and building the capacity of teams of Child protection, including remote, field-based staff, to meet program needs and deliverables.
- Excellent verbal and written communications skills,
- Demonstrated practical knowledge of regional agribusiness firms.
- Previous experience contributing to M&E, reporting, designing, and leading program activities

HOW TO APPLY FOR THIS JOB:

Interested candidates who meet the above-mentioned conditions should submit their application letter and CV to SAADO Office in Malakal in Humanitarian Hub, Vacancy@saado.org **Not later than June 28, 2023**

Note. SAADO South Sudan, is an equal opportunity employer; it does not discriminate on the basis of religion, race, or political affiliation.



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