

**NORWEGIAN REFUGEE COUNCIL SOUTH SUDAN
VACANCY ANNOUNCEMENT**

POSITION	Geographic Information System Coordinator
Number of Position	One (1)
Reports to	Protection & ICLA Manager
Supervision of	N/A
Duty Station	Juba
Travel	70% To Project field location
Project Number	BHA SSFM 2124
Duration	10 Months with possibility of extension

The Norwegian Refugee Council (NRC) is an independent humanitarian organisation. Our task is to improve international protection of refugees and internally displaced persons, and to offer humanitarian assistance regardless of race, nationality or political views. Our efforts are founded on the principle that all human beings are entitled to a life in peace, liberty, safety and equality, as this is expressed in the Universal Declaration of Human Rights. NRC has been working in South Sudan since 2004. Our core activities include Education, Shelter & WASH, Food Security & Livelihoods (FSL), and Information, Counselling & Legal Assistance (ICLA).

All NRC Employee are expected to work in accordance with the organization's values. To be **dedicated, innovative, inclusive** and **accountable** are attitude and believe that shall guide our actions and relationships.

Role Summary:

Reporting to the Protection/ICLA Project Manager, the GIS Coordinator will provide data analysis, information management, mapping and visualization so as to plan and inform country level humanitarian analysis, programming, advocacy and communications efforts in NRC South Sudan. He/she will support NRC WASH and Protection cluster teams as well as programs by analyzing and presenting key geospatial data about contextual development, programs and clients/beneficiaries and will lead spatial and non-spatial data management activities. The GIS Coordinator will be proficient at using data to map events and programs, develop mapping applications and tools and manage a digital library of geographic maps in various file types. The analysts will work in close coordination with NRC information analysts and program managers. They will need to explain geographic trends and findings from their analyses, requiring excellent communication skills.

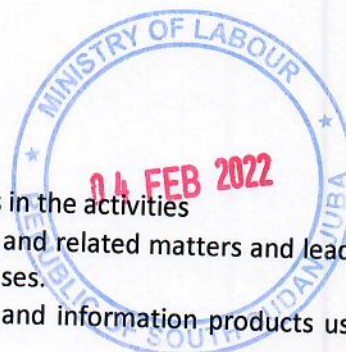
Note: The GIS Coordinator position is open only to South Sudanese Nationals. All applicants must have a valid South Sudanese

1. and transfer key skills
2. Liaise and collaborate with relevant local authorities and other key stakeholders
3. Promote the rights of IDPs/returnees in line with the advocacy strategy

Specific Responsibilities:

Serve as the GIS technical lead and point of contact for NRC **Nationality Certificate or Passport.**





Generic Responsibilities:

4. Adherence to NRC policies, guidance and procedures
 5. Provide regular progress reports to PM
 6. Promote and share ideas for improvement and necessary changes in the activities
- Ensure capacity building of project staff South Sudan country GIS and related matters and lead the design, development, management and update of BHA project geodatabases.
 - Design, develop, customize, and maintain spatial data, analyses and information products using GIS and related software and subsystems.
 - Develop regular GIS/information analysis products that illustrate scale and impact of NRC's programming and also contextual developments that affect NRC's interventions in South Sudan.
 - Coordinate the acquisition of new spatial data and lead its integration into NRC's existing GIS and information analysis products.
 - Train the Protection Reporting and Information Management Coordinator and other relevant staff on the utilization and navigation of GIS databases.
 - Manage data manipulation and generate data visualizations using ArcGIS programs mainly ArcMap for desktop and ArcGIS online using web maps and story maps.
 - Work with colleagues in South Sudan country program to generate real-time geographic layers specific to programming.
 - Ensure key spatial data and information is analyzed and presented in a suitable way to support decision-making and inform programming.
 - Create "shape files" to merge topographical data with external data by layering external data over a topographical map.
 - Design digital maps with geographic data; produce accurate maps and other representations of geographical data and discover patterns and trends through spatial mapping of data.
 - Participate in relevant information management and analysis coordination forums or activities.
 - Assist with data collection with GPS and field collection; perform data merging and cleaning to convert data into its desired form; record and document details of map updates, additions or deletions. Manage a digital library of geographic maps in various file types.
 - Perform any other task as assigned or delegated.

Critical interfaces

By interfaces, NRC means processes and projects that are interlinked with other departments/units or persons. Relevant interfaces for this position are:

- Protection Reporting and Information Management Coordinator
- Roving Communications and Relations Coordinator
- ICLA Specialist, Protection Specialist, Conflict Analyst and Cluster coordinators.
- Project implementation teams at area office level.
- Area-level and country-level monitoring and evaluation staff and teams
- Health Safety and Security teams

1. Competencies

Competencies are important in order for the employee and the organisation to deliver desired results. They are relevant for all staff and are divided into the following two categories:

Professional competencies

- At least 3 years of experience in GIS Development, data analysis, mapping applications and/or information management.

- Bachelor's degree or equivalent in Computer Sciences, Geography, Surveying, Civil Engineering, Architecture, Topography, Urban Planning or other relevant field with technical specialization in Geographic Information Systems (GIS).
- Experience in programming using databases and maps and in managing spatial data and information.
- Knowledge and experience of programming with databases and maps, use of programming languages would be an asset.
- Experience of designing and maintaining relational databases.
- Experience with GPS measuring tools; knowledge and/or experience of ESRI ArcGIS or equivalent software suite.
- Strong data management skills and the ability to present deliverables to a variety of audiences.
- Proficiency with database programming languages such as SQL, R or Python and experience with graphics packages (e.g. Adobe Creative Suite)
- Proficiency with front-end design languages such as HTML, CSS, JavaScript and various mapping languages.
- Ability to work independently, be a self-starter, and prioritize tasks with limited guidance while being an active member of the team.
- High level English language proficiency (speaking, reading, writing)
- Analytic and computer skills, including MS Office (Word, Excel, Outlook, PowerPoint, Access)
- Attention to detail and good problem-solving skills.

Context related skills, knowledge and experience (shall be adapted to the specific position):

- Excellent communication and interpersonal skills
- Strong work ethic and focus on results
- Strong organisational and team working skills
- Good ability to work independently
- Sensitivity and high levels of self-awareness
- Highly approachable, trustworthy and confidential
- Good English language skills
- Knowledge of the NGO operations and the dynamics of the humanitarian sector is a plus
- Proven presentation, training and facilitation skills



DUTY STATION AND LIVING CONDITIONS

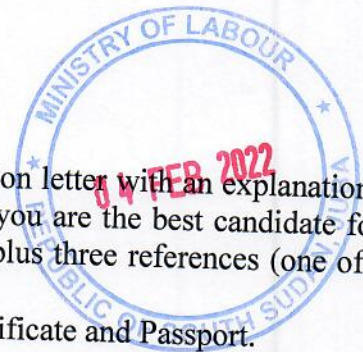
The Geographic Information System (GIS) Coordinator position will be **based in Juba** and will require the staff to make frequent travels to project locations in South Sudan with more focus on Jonglei and Central Equatoria states. The employee will be responsible for finding his or her own accommodation at the duty station however, NRC will provide basic accommodation during field travels.

Performance Management

The employee will be accountable for and evaluated on the responsibilities and the competencies, based on NRC's Performance Management System. The following documents will be used for performance reviews:

- The Job Description.
- The individual Work- and Professional Development Plan.
- The Competency Framework.





How to apply:

- The applicant must provide a detailed CV as well as an application letter with an explanation as to why he/she would like to work for NRC, and why you believe you are the best candidate for this position. Contact details including phone numbers and address plus three references (one of these should be your current or most recent employer) are essential.
- All applicants must have a valid South Sudanese Nationality Certificate and Passport.
- Please do not submit original certificates. Submitted application documents will **NOT be returned**.
- Applications must be submitted no later than **23rd February 2022** by Hardcopy in an enclosed envelope clearly marked **Geographic Information System Coordinator - Juba** to NRC Head Office Located in Juba Na Bari Area along American Residence Road and NRC field offices

Only short-listed candidates will be contacted, by e-mail or by phone.

**FEMALE CANDIDATES WITH REQUIRED QUALIFICATION AND EXPERIENCE ARE
HIGHLY ENCOURAGED TO APPLY**

