



Programme Officer/EORE for DCA South Sudan field office

(South Sudanese nationals only)

DanChurchAid (DCA) is an International Non-Governmental Organisation with headquarters in Copenhagen, Denmark. The organisation was founded in 1922, and have country offices in 19 countries across Africa, the Middle East, Ukraine, and Asia.

DCA has been operating in South Sudan since 2007, focusing on three Global Goals: Save Lives, Build Resilient Communities, and Fight Extreme Inequalities. Our efforts span Upper Nile, Jonglei, GPAA, Central Equatoria, and Eastern Equatoria States, primarily in collaboration with national partners.

The EORE Team Leader shall Supervise and guide the EORE Team and act as focal point between the EORE Team and the EORE Supervisor. S/he shall actively contribute to needs assessment and analysis related to mine action, and specifically to explosive hazards Risk Education and victim assistance activities. The Explosive Ordnance Risk Education Team Leader (EORE TL) is responsible for managing the assigned Risk Education (EORE) team members and working in a participatory manner with community, local authorities and NGO representatives to deliver EORE messages, and to gather, disseminate and document information on the presence and impact of explosive remnants of war. The EORE TL also liaises with appropriate stakeholders and partners to ensure project objectives are fulfilled.

The Role:

The duties include, but are not limited to the following:

- Prepare and regularly update EORE implementing plans according to project objectives and needs on the ground.
- At team level, the Programme Officer/EORE is responsible for all activities implemented by the DCA RE department, including but not limited to: EORE Sessions, Training, Training Trainers, Safety Briefings, surveys and assessments.
- At team level, TL is responsible for the recording of all beneficiary data disaggregated by age, gender and disability according to DCA SOP and donor guidelines.
- Programme Officer/EORE is responsible for writing case/Success story for the project activities carried out during the project period. Works within the framework of DCA's core values, promoting its ethos and mission statement
- Programme Officer/EORE should be familiar with and work within the framework of the National Technical Standards and guidelines (NTSGs), DCA HMA Standard Operating Procedures (SOPs) and all DCA policies and procedures
- He/she has a valid Tasking Order and constantly updated Team Folder?
- H/She should be familiar with the targets stipulated by the relevant grant/donor and consistently tracks and adapts activities in accordance with the targets



- Ensure all the team members are fully conversant with and conform to DCA SOPs, principles and processes.
- Reports to the EORE coordinator of any breaches of SOPs, principles and any incidents related to accidents in timely manner.
- Manage all staff members assigned to his/her team in accordance with DCA practices, National Staff Handbook and HR policy.
- Assigns and deploys work to team members at the beginning of each working day and ensures team members are fully conversant with their duties.
- Identifies needs for refresher training and additional qualifications
- Ensures high standards of EORE are maintained, in accordance with DCA SOPs, NTSGs and International Mine Action Standards (IMAS).
- Liaises and gathers information using interviews, meetings, community mapping and other participatory activities from a wide variety of sources (e.g. communities, local authorities, other NGOs).
- Works with other CL and technical staff to design and field test appropriate data collection materials and resources.
- Collects accident data and identifies victim assistance facilities, through liaison with the community, hospitals, health clinics, and other NGOs.
- Documents daily activities, and complete EORE session reports, hazardous area (HA) reports, and victim reports in IMSMA format daily using survey123, weekly and monthly basis as required.
- Submits all reports on a timely basis as directed by line manager(s)
- Records the impact of DCA's work and the need for future work through the collection of case studies, photographs, needs assessments and evaluation reports.
- Liaise with local authorities and local communities to inform them of the teamwork plan and results of operations in the village
- Accounts for all team personnel and ensures absentees, including sick team members, are logged and reported to the EORE coordinator every working day
- Complete and check the team reports before sending them to the EORE Coordinator.
- It is fully conversant in use and operation of current radio communications equipment including mobile phones, VHF radios and satellite phones.
- Ensures that the EORE team has sufficient material supplies and submits purchase/stock requests in a timely manner.
- Reports to the EORE coordinator at the end of the working day for confirmation of end-of-duties or further assignments.
- Identifies the logistical requirements for proposed field deployments, and ensures that all required materials, resources, equipment and supplies are packed, stored and well maintained.



- Ensures that all materials, resources, equipment and supplies are carefully checked, packed and needs for maintenance/replacements identified prior to proceeding on operational stand down.
- Logs and reports on faulty or missing equipment to line manager(s) on a daily basis.
- Accounts for all team equipment, records and report any losses or damages to the EORE Coordinator at the end of each working day.
- Is responsible for submission of requests for repairs in a timely manner
- Alerts the line manager(s) at least 4 weeks in advance of the expiry of any tasking order, Accreditation, Documentation or certificate.
- Maintains team spirit and undertakes his/her role and duties with a positive attitude, commitment and due diligence.
- In coordination with the EORE supervisor, represent the EORE department in coordination meetings and bodies with local / international partners and local authorities in the area of operations when the EORE Supervisor is not able to attend.
- Build and maintain positive and strong relationships between DCA and the local community and other humanitarian partners in the area of operations.
- Act as a leader within the team and uphold strong team spirit in accordance with DCA values, policy and regulations.
- Contribute to the development and revision of context specific EORE materials, messages and field testing in accordance with DCA EORE SOP.
- Adhere to safety and security guidelines.

Required Competencies

To excel in this role, the ideal candidate should have:

- **Extensive Experience:** At least 3 years in the humanitarian and/or development sector, including a minimum of 3 years focused on humanitarian Mine Action and Explosive Ordinance Risk Education (EORE).
- **PSEA and Accountability Expertise:** Deep understanding of Protection from Sexual Exploitation and Abuse (PSEA), accountability, and complaints mechanisms, with the ability to train others and develop relevant tools and processes.
- **Relevant Education:** A high secondary school or Diploma, in a related field.
- **Managerial Skills:** Excellent management skills in complex environments.
- **Language Proficiency:** Excellent written and spoken English skills.
- **Teamwork and Communication:** Strong team player with exceptional communication skills.
- **Travel Readiness:** Willingness to travel to remote areas in South Sudan and internationally as required.



What we can offer you:

The successful applicant will be offered up to **December 31, 2026** with the possibility of **further extension** dependent on both funding and performance.

The position is for South Sudanese nationals. Women and minorities are strongly encouraged to apply.

Expected starting date: 23.02.2026 or at earliest possible date after this.

Working hours: 40 hours per week.

Interested candidate should apply through: <https://dca-1.career.emply.com/ad/programme-officer-eore-for-dca-south-sudan-field-office/yvoacl> or Hand delivery to DCA South Sudan Country. Plot No. 573 Block 3-K South First Class Area, TongPing, Juba NA Bari, Opposite Nile Fortune Hotel, Lakes Road, Juba - South Sudan.

Deadline for applications as described above are the 13th of February 2026.

For further information regarding DCA, please visit our website at: <https://www.danchurchaid.org/>

Only applications following the abovementioned procedures will be considered and only shortlisted candidates will be contacted.

All interested candidates irrespective of age, gender, race, religion, sexual orientation, abilities or ethnic affiliation are encouraged to apply for the vacancy. DCA conducts background check as part of the recruitment process. It is a prerequisite that you can pass this check and maintain this status throughout your employment with us. Everyone applying for a job with DCA must be ready to comply with our Code of Conduct, Staff Policy on Prevention of Sexual Exploitation, Abuse and Harassment and our Child Safeguarding Policy.

