

I Approve for Adhabet  
D/G, L. PS & HRD.  
USB-  
& /



**VACANCY ANNOUNCEMENT  
DISASTER RISK REDUCTION (DRR) OFFICER-X1**



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

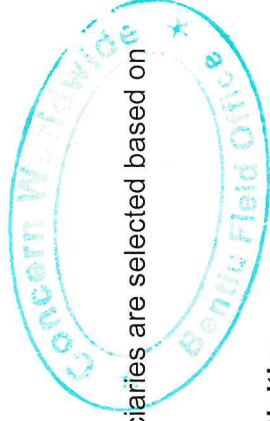
Concern South Sudan is looking for a suitable candidate to fill the position of **Disaster Risk Reduction Officer** to be based in **Bentiou**.

**Job Purpose:**

The DRR Officer will have strong background and experience in community-based disaster risk reduction (CBDRR) and overall disaster preparedness, early warning and early action and responses. She/he will be responsible for the day-to-day management of the Early Warning and Early Action component of ERNE Program and extend effort for integrated intervention with sectors leads including WAHS, Nutrition and Health. She/he will be responsible facilitating beneficiary selection, market assessment, recommending appropriate response mechanism and identifying community based disaster risk reduction actions.

**Main Duties & Responsibilities:**

- Facilitate the promotion of DRR in disaster prone communities.
- Identify and initiate activities to enhance risk reduction skills of targeted communities.
- Assist in identification of pilot community-led initiatives in DRR selected communities.
- Conduct capacity and vulnerability assessment in identified communities.
- Facilitate the development of Disaster Management and contingency plans in targeted communities.
- Conduct awareness raising activities on community-based disaster risk management.
- Work closely with relevant partners at the community-level and other partners to proactively strengthen community-based awareness and early warning early action initiatives.
- Ensure timely and effective implementation of the EWEA component of ERNE Program according to approved plans and budgets, regulations and policies.
- Conduct needs assessments/vulnerability assessments, market assessment, and oversee beneficiary selection/identification process.
- In collaboration with the ERNE Program manager, ensure engagement and involvement of affected populations, taking into consideration protection, environmental aspects and longer term needs are reflected in the program's technical design and implementation.
- Scale up early action interventions, to ensure vulnerable populations are reached with life-saving disaster readiness interventions.
- In collaboration with the ERNE Program Manager, provide cash or voucher transfers and/or NFIs to populations in need if/when deemed appropriate by market conditions and needs at the ground.



- Ensure strict adherence of beneficiary selection criteria, beneficiaries are selected based on their vulnerability, verified and received timely assistance.

#### **Building the capacity of field staff in the implementation of the activities**

- Identify the training needs of staff in DRR activities.
- Develop a capacity building plan for the staff on DRR activities.
- Facilitate trainings of staff on DRR.
- Provide on the job training for supervisors and project staff as required.
- Supervise the implementation of the project activities in the field.
- Work closely with operations team for the implementation of project activities.
- Monitor and document field level activities.
- Prepare and submit work plans and activity progress reports.
- Compile community level disaster management and contingency plans at the county level.
- Lead county level DRR action planning workshop.
- Lead the inclusion of the disaster management and contingency plans in county and state government's development plans and by-laws.
- Support implementation of disaster risk reduction initiatives both at the community and at the state level.

#### **Monitoring, Reporting and Accountability**

- With support from the ERNE Program manager prepare and oversee project implementation to ensure timely delivery of project activities (for example, monitoring against ERNE log frame, detailed implementation plan, etc.).
- With support from the ERNE Program manager put in place an M & E plan for the EWEA component of the ERNE program.
- Collect, compile, and collate regular data and reports on Early Warning and Early Action activities in line with internal reporting requirements both for donor and internal purpose.

#### **Emergency Response**

Concern is committed to responding to emergencies efficiently and effectively in order to help affected people meet their basic needs, alleviate suffering and maintain their dignity. To this end, when emergencies strike and the South Sudan Programme is to respond, all staff are required to actively participate in the response, regardless of location and contribute to the efforts aimed at achieving the humanitarian objective of the organization.

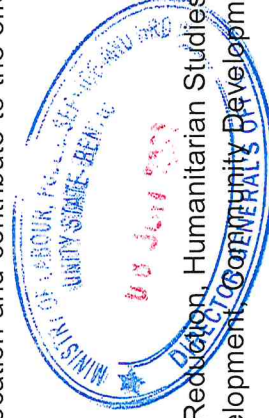
#### **Person's Specifications**

##### **Education:**

- University Degree in Disaster Risk Reduction, Humanitarian Studies, agriculture/sustainable Agriculture & extension, Rural Development, Community Development or any other related field.
- Diploma in Disaster Management or community development with strong background in implementing DRR and/or emergency preparedness and response activities in the context of South Sudan will be considered in lieu of University degree.

##### **Experience:**

- 3-5 years of progressive work experience preferably with an NGO.





## Skills

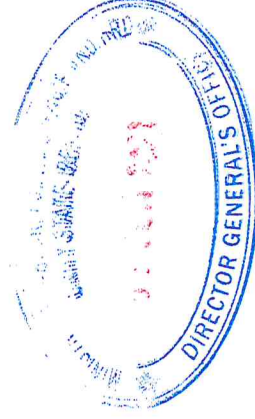
- Certified and experienced Community Managed Disaster Risk Reduction Master Trainer/project management specialist/ community development expert/ Monitoring and evaluation specialist.
- Technical skills in community based DRR, Early Warning and Early Action.
- Experience in participatory appraisals, problem analysis and a good understanding of developmental and relief concepts.
- Has excellent interpersonal, written and oral communication and presentation skills.
- Able to work with minimum supervision.
- Proficient in use of Microsoft applications, including Word, Excel, Power point & Outlook (or similar software).
- Knowledgeable in databases management and able to access, assess, and analyze information.
- Fluent in English language.
- Fluency in Arabic and local languages is an added advantage.
- Has excellent interpersonal, written and oral communication and presentation skills.

## Desirable

- Solid experience in training and facilitation skills using participatory learning approaches in fields as crop production, Climate Smart Agriculture & Crop Post-harvest Handling and Management.
- Good working experience with farmers.
- Valid motorbike license.

## Competencies:

- Communicating and working with others.
- Delivering Results.
- Planning and Decision making.
- Influence, Advocacy and Networking.
- Change management.
- Creativity and Innovation.



## **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 internal/external national candidates are requested to submit their Applications, Updated CVs of not more than 4 pages and a copy of their nationality ID to: **HR Department, Juba Office located at Tongping, Airport Road opposite Ebony Bank, Field Office in Bentiu IDP not later than 21<sup>st</sup> June 2021** or email it to; [vacancies.juba@concern.net](mailto:vacancies.juba@concern.net)
2. The position is strictly open to South Sudanese nationals only.
3. Only shortlisted candidates will be contacted and applications submitted will not be returned.
4. External candidates must complete Summary Job Application Form in order to meet the first criterion.

