



ICRC

International Committee of the Red Cross  
ICRC Compound, Ministries Road, Amarat Juba, South Sudan

**Vacancy Advertisement**  
**ICRC – South Sudan**



**FUNCTION:** Restoring Family Link Field Officer 2  
**PLACE OF EMPLOYMENT:** BENTIU

**PURPOSE**

The RFL FO 2 will be providing RFL services in IDPs sites in the communities hosting IDPs, returnees and to the refugee population in Unity States. He will work closely with other departments of ICRC and SSRC RFL staff and volunteers.

**FUNCTION DESCRIPTION**

- Under the supervision of the Protection Team Leader, implements the RFL activities in Bentiu, (i.e. phone calls, tracing cases, RCMs, RFL for vulnerable persons and unaccompanied/separated children, coordination with other Child Protection actors etc.) and other assigned areas.
- In close coordination with the Team Leader in charge of the AOR, attends the relevant meetings and keep the JUB RFL coordination team updated.
- Under the supervision of JUB RFL Coordination team and in coordination with Field team leader, establishes and maintains contacts with relevant interlocutors and stakeholders in his/her AoR (i.e. MoSW, RRC, UN agencies, CP actor's community leaders, civil society organizations, other relevant civilian and government institutions).
- Receives, processes the new cases and ensures the follow-up of cases collected in the areas that he/she has been assigned by the RFL department.
- Uses Prot6 in a regular manner, enters cases and identifies cases not treated for further actions for the relevant field teams.
- Ensures appropriate information flow and storage of information: maintains proper filing, prepares correspondence, photocopying, scanning.
- In close coordination with the partnership delegate, maintains regular contacts with SSRC Bentiu's branch RFL officers and carries out relevant RFL activities.

**MINIMUM REQUIREMENTS:**

- University degree or relevant professional experience.
- 3-6 years of experience in humanitarian agency an asset
- Fluent in English and Arabic (knowledge of any other local language will be an asset)
- Computer literacy
- Skilled in the following competencies: Representing the ICRC; Adapting & Learning; Communication (ability to express and exchange views and ideas); Analysis & Synthesis

The International Committee of the Red Cross (ICRC) is an impartial, neutral and independent organization whose exclusively humanitarian mission is to protect the lives and dignity of victims of war and internal violence and to provide them with assistance. It also endeavours to prevent suffering by promoting and strengthening humanitarian law and universal humanitarian principles.

**HOW TO APPLY**

Interested candidates should submit their application in English, to ICRC offices in Juba, Bentiu, Malakal, Yei, Bor and Wau or by email to: [ben\\_hrrecruitment\\_services@icrc.org](mailto:ben_hrrecruitment_services@icrc.org) until Friday, 11<sup>th</sup> December 2020 to the HR Manager.

1. Motivation letter setting out why you are the suitable person for this role.
2. CV, copies of certificates and copy of nationality ID. Please clearly mark the position title in the subject title of your email.



**Only short-listed candidates will be contacted. Application files not retained will not be returned.**