



JOB ADVERTISEMENT	
Job title:	Disaster Management (DM) Manager
Unit/dept/delegation:	Disaster Management
Reports to:	Deputy Secretary General, Programmes
Supervisor to:	Disaster Management Team
Deadline date:	28th February 2020

Organizational Context

The South Sudan Red Cross (SSRC) is one of the 191 National Societies worldwide and was founded on the eve of South Sudan independence in 2011. The SSRC is a volunteer-based humanitarian society and works as auxiliary to the public authorities in the humanitarian field. Based on the Statutes of the International Red Cross and Red Crescent Movement, the SSRC was established through an Act of Parliament on 9th March 2012.

SSRC was formally recognized by the International Committee of the Red Cross (ICRC) on 18 June 2013, making it the 189th National Red Cross and Red Crescent Society in the world. In November 2013 the SSRC was admitted into the International Federation of Red Cross and Red Crescent Societies. SSRC's headquarters is based in Juba with a total of (17) branches and a growing network of sub branches and units. There are currently over 250 SSRC staff members at the Headquarters and branches and approximately 12,000 volunteers across the country.

The society's work is guided by the Seven Fundamental Principles (humanity, impartiality, neutrality, independence, voluntary service, unity and universality) and by Red Cross Red Crescent Strategy 2020, which voices our collective vision and determination to move forward in tackling the major challenges that confront humanity in the present decade.

Summary Job Purpose

Responsible for the effective management of disaster management programmes aimed at building capacity and strengthening the South Sudan Red Cross' ability to respond efficiently and timely through a coordinated service delivery, strengthening community's resilience to prevent and effectively cope with emergencies, hazards and natural disasters such as conflict, drought, famine, flood, fire, road accidents, major accidents and other calamities capable of interrupting the development process and wiping out major assets, in addition to causing loss of life, injury and great human suffering.

JOB DUTIES AND RESPONSIBILITIES

Coordination and Management

- Lead the work of the DM Department and ensure proper integrated programming
- Support the SSRC Senior Management Team to mobilise the resources required to implement effective programmes
- Ensure full participation/representation in inter-cluster coordination meetings at national and state levels
- Provide general finance management and budget control oversight
- Lead in forecasting activities and replenishment of prepositioned stock
- Coordinate with Branch leadership and other stakeholders to develop community-based disaster response action strategies and budgets aimed at preventing and alleviating human suffering;
- Maintain strategic dialog with management and partners
- Manage the timely response of emergencies, nationally ensuring adequate coordination between HQ and Branches, through the DM and other programme departments
- Coordinate with supply chain function to ensure stockpiling is carried out through pre-positioning of emergency items at various branch warehouses for distribution to the affected communities
- Develop strategies for strengthening collaborative partnerships and networks with stakeholders, donors, government agencies, the private sector and other players to ensure implementation of programmes that enhance organizational effectiveness;
- Supervise DM department staff and ensure effective cross-programme communication and team work

Capacity Strengthening

- Coordinate the establishment and development of EAT, NDRT, DBM and community-based disaster management committees at the community at Branch level
- Supervise the planning and execution of Emergency Response simulation and drills
- Participate in the design, development, implementation and evaluation of a national training curriculum and capacity building programmes aimed at equipping and strengthening staff, volunteers and communities with capacity to prepare for disasters and large-scale emergencies

Planning, Monitoring, Evaluation and Reporting

- Monitoring progress against key Milestones as outlined in the 2018-2021 SSRC Strategic Plan and ensure full implementation of strategic commitments by the end of 2021
- Prepare and implement annual work plan for the department
- Maintain updated inventory of stock in coordination with the Logistic Coordinator, EPR Coordinator and other programme departments
- Lead on the preparation of project proposals and appeals for assistance in line with the strategic plan by ensuring adherence to donor requirements;

- Coordinate monitoring and evaluation of all DM programmes by staff in order to evaluate progress, ensure accountability, determine impact and report on significant achievements to ensure organizational learning;
- Collaborate with the PMER and other departments to prepare assessment reports, as well as the timely submission of partner reports such as quarterly reports
- Prepare inception reports, concept papers, periodic progress reports and annual reports showing achievements against planned targets as well as providing justification for performance variances and areas of improvement

Lateral Relationship

- Plan, monitor and evaluate the performance of department staff against set targets and objectives, assess training needs and implementing development action plans aimed at building the capacity of individuals and multi-disciplinary teams
- Identify Humanitarian Diplomacy (HD) issues and working with OD to develop HD strategies
- Working with communication focal points to ensure that best practices are shared within the movement's global platforms
- Develop and lobby for advocacy programmes with a view to reform laws and policies that hamper the implementation of effective disaster management to ensure that SSRC is recognized as the leading player in the provision of humanitarian relief services
- Represent the Society at meetings, conferences and workshops and other forums to promote the activities of SSRC and articulate issues related to humanitarian relief

Position Requirements.

University degree in Disaster Management, Social Sciences, Community Development, or any other related field.

Further training in Disaster Management or Disaster Risk Reduction is an asset.

5 years minimum related management experience.

Previous work experience with an INGO or in the humanitarian sector.

Extensive experience in Operations or Project Management.

Demonstrated experience in managing and supporting staff and volunteers.

Financial management experience, including budget development and monitoring.

Team player, self-motivated and proactive to set and achieve team goals.

Knowledge of Disaster related tools used in the humanitarian sector.

Highly motivated, self-starter able to lead a process, engage others and create ownership.

Self-supporting in computers (Windows, spreadsheets, word-processing).

Fluency (verbal and written) English and Local Arabic.

Fluency in speaking one local language.

How to apply:

Interested applicants should submit their Cover letter, CV with 3 references, Copy of National ID and Certificates including day time telephone contact to Human Resources Department. Or by email: vacancy@ssdredcross.org please indicates the title of the position you are applying for in the subject line of your email.

Alternatively, applications can be hand-delivered to South Sudan Red Cross Headquarters. Plot #4, Block Ministries, Munuki Area, Juba
Please indicate clearly the position you are applying for on the back of your envelop.

You should arrange your documents in the following order.

1. Cover Letter
2. Curriculum Vitae {CV}
3. Copies of Certificates and National ID or passport

Note: Only shortlisted candidates will be contacted for an interview and all the photocopies are not returnable and will remain the property of SSRC.

Female candidates are encouraged to apply.