



**NILE SUSTAINABLE  
DEVELOPMENT ORGANIZATION**

Helping People to Help themselves



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**JOB ADVERT – NOTICE**

<b>JOB TITLE</b>	Protection and Safeguarding Officer
<b>DEPARTMENT</b>	Programme
<b>LOCATION</b>	Juba-South Sudan
<b>REPORTING TO</b>	Programme Manager
<b>ORGANIZATION OVERVIEW</b>	<p>Nile Sustainable Development Organization (NSDO) is a national Christian based, non-governmental, non-profit making and non-political humanitarian relief and development organization. NSDO was formed to address the needs of the community in alleviating poverty especially among vulnerable women and girls in the country. The organization envisions a peaceful community where men, women and youth live a life of dignity with sustainable livelihoods, reduced dependency on single sources of income and reduced dependency ratio or syndromes. Throughout all activities, we apply human rights approaches and humanitarian principles. NSDO originated from a group of young development minded South Sudanese with previous vast experience linked to INGOs and thus encouraged themselves to start their own National NGOs to strengthen the national capacities of South Sudanese and practice national and local ownership as one of pre-condition to sustainability.</p> <p>Nile Sustainable Development Organization (NSDO) was founded in June 2016 with the purpose of assisting people in need. The first project intervention was a relief operation in Juba in response to the humanitarian crisis resulting from the July 8-11, 2016, conflict in the Country. NSDO has a head office in Juba and field offices in Mundri, Maridi, Ibba, Yambio, BOMA-GPAA, Kajokeji, Torit and Kapoeta.</p> <p>In addition, NSDO also engaged in disaster management by providing relief to people in crisis are as by giving them shelter, food, clothing and medicines, and preparing people in disaster prone areas for possible future disasters as well as increasing their resilience.</p>
<b>COMPETENCIES &amp; PROFESSIONALISIM</b>	Sound knowledge of and exposure to a range of humanitarian assistance, emergency relief and related human rights issues, to include approaches and techniques to address difficult problems; strong analytical capacity and in



	<p>particular the ability to analyse and articulate the humanitarian and protection dimension of issues which require coordinated response; ability to identify issues and to use sound judgment in applying technical expertise to resolve a wide range of problems; strong research skills, including ability to evaluate and integrate information from a variety of sources and assess impact on the humanitarian rights and protection situation in assigned country/area; ability to work under extreme pressure, on occasion in a highly stressful environment (e.g. civil strife, natural disasters and human misery); ability to provide guidance to new/junior staff; take responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.</p> <p><b>Planning &amp; Organizing:</b> Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.</p> <p><b>Accountability:</b> Takes ownership of all responsibilities and donors commitments; operates in compliance with organizational regulations and rules; supports subordinates and peers, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.</p> <p><b>Client Orientation:</b> Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view; designs solutions and basis recommendations on the principles of usability; establishes and maintains productive partnerships with clients by gaining their trust and respect; monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems; keeps clients' informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.</p>
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<b>MAJOR RESPONSIBILITIES OF THE ASSIGNMENT</b>
<p>Within delegated authority, the Protection &amp; Safeguarding Officer will be responsible for the following duties:</p> <ul style="list-style-type: none"> <li>● Integrate protection principles (safety, dignity, non-discrimination, participation and accountability) into all Programme activities.</li> <li>● Support protection risk assessments and mitigation measures across sectors.</li> <li>● Ensure programmes are conflict-sensitive and do no harm. Conduct periodic assessments of NSDO's PSEA policies and practices and suggest improvements to senior management.</li> <li>● Conduct training and awareness-raising sessions on PSEA for all NSDO staff on a regular basis.</li> <li>● Work with Human Resource and other relevant staff on PSEA-related aspects, including ensuring that all staff sign the code of conduct and that screening for past SEA violations is a regular part of the recruitment process.</li> </ul>



- Facilitate awareness-raising campaigns with beneficiaries and local communities on PSEA, the standards of conduct expected of NSDO's staff and the various mechanisms for raising PSEA allegations or concerns, including contact details.
- Support implementation of safeguarding and PSEA policies and procedures.
- Ensure staff, volunteers and partners are trained in safeguarding and PSEA.
- Support safe reporting, referral and response mechanisms for safeguarding concerns.
- Promote survivor-centred and confidential approaches.
- Maintain protection presence on behalf of NSDO through regular field missions, assessments, and direct contact with persons of concern, host communities, local authorities and partners
- Strengthen community feedback and complaints mechanisms in coordination with MEAL teams.
- Ensure communities are informed of their rights, available services and reporting channels.
- Analyse feedback and safeguarding reports to inform program improvement
- Contribute to the establishment/maintenance of a PSEA referral pathway, respectful of the confidentiality principle.
- Once a complaint is received, coordinate NSDO's response, including referral of SEA survivors for immediate, professional assistance and referral of the case for further investigations
- Coordinate closely with UN agencies, INGOs, NNGOs, government authorities and community structures.
- Support safe identification and referral of protection cases in line with SOPs.
- Maintain updated referral pathways and coordinate with specialized service providers.
- Always ensure confidentiality and data protection
- Train staff, partners and community structures on protection, safeguarding and PSEA.
- Support development of IEC materials and awareness sessions for communities.
- Mentor focal points and field teams on protection mainstreaming.
- Develop training manual for PSEA trainings including supporting persons of concern and head of projects to develop structures that enhance their participation in PSEA.
- Participate in PSEA assessments and missions, including maintain protection presence on behalf of NSDO through regular field missions, assessments, and direct contact with persons of concern, host communities, local authorities and partners.
- Monitor compliance with safeguarding, PSEA and protection commitments.
- Contribute to SSHF donor reports, audits and monitoring visits.
- Document incidents, lessons learned and good practices in line with organizational policy.
- Manage the development of internal procedures for personnel to report incidents of sexual exploitation and abuse safely and confidentiality.
- Receive reports of SEA allegations and related information and coordinate the response according to relevant procedures.
- Report concerns or issues with PSEA implementation to senior management.
- Once a complaint is received, coordinate NSDO's response, including referral of SEA survivors for immediate, professional assistance and referral of the case for further investigations
- Contribute to the establishment/maintenance of a PSEA referral pathway, respectful of the confidentiality principle.
- Manage the development of internal procedures for personnel to report incidents of sexual exploitation and abuse safely and confidentiality.
- Receive reports of SEA allegations and related information and coordinate the response according to relevant procedures



- Report concerns or issues with PSEA implementation to senior management
- Participate in Protection Cluster and PSEA Network meetings as required.
- Coordinate with government authorities, UN agencies and NGOs on protection matters.
- Support inter-agency referral and coordination mechanisms.
- Build relationships between NSDO and the Protection Cluster, participate in the cluster's humanitarian cycle activities and shield partnership with the cluster's protection partners, including providing PSEA update to NGO FORUM PSEA focal point
- Strengthen technical and coordination capacity of national staff and partners.
- Promote safe programming, PSEA and safeguarding standards across teams.
- Perform any other duties as required by the immediate supervisor.

#### MINIMUM QUALIFICATION/ EXPERIENCE

- Bachelor's degree in social work, public health, Psychology, International Development or any other related field.
- A minimum of 3 to 5 years of work experience in the field, preferably with an INGO in the humanitarian and development field.
- At least 3 -5 years working experience with an international NGO in the humanitarian and development field, preferably in East and Horn of Africa and previous experience in South Sudan is a strong plus; At least 3 of the years should have been at head office level.
- Experience with gender integration with strong knowledge of intersection of gender and safeguarding.
- Understanding on trends on PSEA and experience in facilitating PSEA trainings.
- Demonstrated sensitivity and knowledge of cultural and gender issues; experience in GBV programming is preferred.
- Familiarity with SSHF country based pooled funds or UN/INGO compliance standards is an asset.
- Strong oral and written communication skills in English and spoken Arabic is an added value.
- Proficient in computer programmes such as Word & Excel.
- Significant experience in and understanding of basic concepts of the fundamental project management processes: initiating, planning, executing, monitoring, controlling and closing

#### SKILLS AND COMPENTENCIES

- Excellent analytical and logic skills
- Self-starter and independent thinker, but willing to follow instructions.
- Team player with friendly personality; able to build strong interpersonal relationships.
- Able to work under pressure and with people from diverse cultures.
- Flexible work style and with an interest in being part of a dynamic and evolving team.
- Excellent oral and written communication skills (English and spoken Arabic).
- Committed to NSDO core values as a Christian organization.
- Knowledge of local languages is an asset
- Strong knowledge of protection principles, safeguarding and PSEA
- Experience with AAP and community-based protection approaches.
- Ability to handle sensitive information with confidentiality.

#### WORK CONDITIONS

Based in Juba- South Sudan. The position requires frequent travel to different field locations



JOB COMMITMENT	
Opening date	January 5, 2026
Duration of commitment	Six months with three months prohibition period

SUBMISSION OF APPLICATION	
Closing date	January 22, 2025
Address	<p>All applications should be submitted either electronically to <a href="mailto:nilesustainabledevelopmentorg@gmail.com">nilesustainabledevelopmentorg@gmail.com</a> with copy to <a href="mailto:madrapeterquido@gmail.com">madrapeterquido@gmail.com</a> and <a href="mailto:rebeccaladu571@gmail.com">rebeccaladu571@gmail.com</a></p> <p>Please use reference code “<b>Protection and Safeguarding Officer Vacancy, Juba South Sudan</b>” in the subject line.</p> <p>Hardcopy application letter should be submitted at the office of Nile Sustainable Development Organization in Hai Tarawa Block 4, House 279, after Nana Corner Bridge in Juba- South Sudan.</p>
Other information	<p>Interested and Qualified Candidates should submit the following when applying for this post:</p> <ol style="list-style-type: none"> <li>1. A motivation letter (maximum 1 page)</li> <li>2. Updated Curriculum Vitae (CV) that contains details of your qualifications, experience, present position, current remuneration, contact details, and names of three professional referees.</li> <li>3. A brief statement of faith (max one A4) which outlines your Christian faith and how it impacts your life</li> <li>4. Experience certificates.</li> <li>5. Copy of birth certificate, passport or other relevant identification document.</li> <li>6. Salary Request</li> </ol> <p>NSDO is an equal opportunity employer. NSDO prohibits discrimination and harassment of any type and affords equal opportunities to employees and applicants without regard to race, color, religion, and sex and disability status. The Nile Sustainable Development Organization will undertake background checks of the selected candidate.</p> <p><b>Only short-listed candidates will be contacted for an interview.</b></p>

**Safeguarding Commitment**

NSDO has a zero-tolerance policy toward any form of abuse, exploitation, or harassment. All staff are expected to uphold the highest ethical and safeguarding standards. The successful candidate will undergo background checks and must sign and adhere to the organization’s safeguarding and PSEA policies.

