



MAG South Sudan  
Plot No. 1 Block 1, 1<sup>st</sup> Class Area  
Jondoki Kamiru,  
Bilpham Road, Adjacent to Ezentus  
Juba, South Sudan

**ADVERTISEMENT- COMMUNITY LIAISON OFFICER 1- POSITION**  
**Open to South Sudanese Nationals Only**

**Employer:** Mines Advisory Group (MAG)  
**Department:** Operations  
**Reporting to:** Community Liaison Team Leader  
**Base Location:** South Sudan  
**Working Area:** South Sudan

Mines Advisory Group (MAG) is a Humanitarian, non-profit organization concerned with the impact of landmines in South Sudan. MAG South Sudan is recruiting for highly competent, proactive **Community Liaison Officer** for its field-based operations.

**Summary of the Position**

The CLO Work with communities in a participatory way to implement MAG's community liaison activities, as directed by the Technical Field Manager (TFM) through the Community Liaison Team Leader.

This is a field-based position, and will be part of a MAG project that carries out activities in communities affected by landmines across the country. The applicant must be willing to work, travel to any part of South Sudan when required.

**Principal responsibilities**

MAG South Sudan employs multi-skilled Community Liaison / Mine Risk Education teams. A Community Liaison Officer will therefore be expected to carry out some, or all, of the following activities:

- Ensure the safe execution of all Community Liaison duties, in line with SOP's, as directed by the TFM or Team Leader.
- Liaise with communities, local authorities and other NGO's to gather information using interviews, meetings, community mapping and other participatory activities.
- Deliver risk education to targeted groups ensuring that all participants have a good understanding of risks and mitigation strategies.
- Deliver training and provide on-going support to key community focal points to enable them to implement appropriate MRE activities.
- Contribute ideas to improve the delivery of safety messages to the communities in order to achieve the aim of behaviour change.
- Conduct need and impact assessments as directed by the TFM or Team Leader.
- Conduct non-technical survey and record confirmed/suspected hazardous areas as reported by the community, in line IMSMA requirements.
- Take due care and responsibility for all equipment issued by MAG.

### Reporting and Record Keeping

- Record the impact of MAG's work and the need for future work through the collection of case studies, photographs, needs assessments and evaluation reports.
- Record all mine/UXO related accident or incident, as reported by the communities, following IMSMA reporting tools.

### Shared Responsibilities

- All field team members have a shared responsibility to maintain high levels of hygiene and health and safety standards in operational and camp areas.
- Carry out any other duties deemed necessary and reasonable to meet MAG's operational requirements, as requested by the line manager or supervisor.

### All staff are expected to undertake the following general duties

- Work within the framework of MAG's core values, promoting its ethos and mission statement.
- Work towards achieving programme objectives.
- Ensure familiarity with and adhere to all MAG policies and procedures and keep informed of MAG activities.
- Undertake and apply learning from appropriate training and development programmes.

Some Job Descriptions may be supplemented by specific Terms of Reference.

### Person Specification

#### Essential Experience

- Experience of developing good relationships with people and working in a participatory way

#### Essential Skills and Knowledge

- Excellent interpersonal skills with the ability to build effective relationships
- Excellent presentation skills with the ability to engage with an audience
- Good level of written and spoken English
- Good literacy, numeracy and IT skills

#### Essential Aptitude

- Ability to work independently with initiative and a solution orientated approach
- Self-motivated, flexible and enthusiastic approach to work
- Determined to high quality standards

#### Physical Fitness

- Due to the physical nature of the role and the work involved in demining activities, a good level of physical fitness is an essential requirement.



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**Please note that as part of MAG's commitment to safeguarding, this post is subject to background checks before an offer of employment is confirmed.**

As part of MAG's commitment to safeguarding, this post is subject to background checks before an offer of employment is confirmed. MAG is committed to the principles of diversity, equity and inclusion and is an equal opportunities employer. If you think you would be suited to one of our roles, we would welcome your application regardless of your background and strongly encourage females or those with disabilities to apply. We strive to provide an inclusive and supportive working environment where all employees feel respected and supported in fulfilling their potential.

All aspects of employment and recruitment, whether this be as an initial hire or an internal promotion, will be based on merit, qualifications, competence, performance and organisational needs. **MAG (or any party associated with MAG in the process of recruitment) does not charge a fee (or accept any gifts or favours) at any stage of the recruitment process (application, interview meeting, processing),** if you have any concerns in this area these should be reported to the County Director.

#### **HOW TO APPLY:**

Qualified and interested candidates should submit a cover letter with a CV (must have at least 2 referees with the recent employer and work email and telephone contact), copies of academic certificates and Nationality ID card to: -

**MAG South Sudan Juba Office Bilpham Road, Adjacent to Ezentus, Juba, South Sudan or Email; [recruitmentss@maginternational.org](mailto:recruitmentss@maginternational.org) by 9<sup>th</sup> February 2023, addressed to the: Human Resources Department, MAG South Sudan, Juba.**

Please clearly indicate the position you are applying for on the subject and on the envelope for hand delivery.

Only shortlisted candidates will be contacted for interviews.

**NOTE:** Do not attach original certificates. MAG will not return application documents to applicants.

***Women and men are both encouraged to apply. MAG is an equal opportunity employer.***