

Vacancy Announcement

SD-H-3/1
 Approved by (Minister) Inspector
 MOLE/STJ/
 01/09/2022
 11 SEP 2022
 MINISTRY OF LABOUR
 REPUBLIC OF SOUTH SUDAN

Title: Senior Project Officer-Inclusion and Humanitarian Action
 Reporting to: Project Manager-LNOB
 Location: Juba with frequent field visit
 Contract Duration and Type: One-year fixed term contract
 Advert running from: 1st September 2022
 Closing on 21st September 2022-CoB

ASSIGNMENT

Under the management of the Program Manager based in Juba, and in close collaboration with all HI staff, the **Senior Inclusive humanitarian action officer** will implement activities to ensure disability inclusion in **the Leave no one behind project**:

CHAIN OF COMMAND

Under the authority of:

Project Manager

Responsible for:

MEAL Officer



WORKING RELATIONS

Internal:

- Projects Officers
- Cross-cutting departments staff

External:

- Donors
- National Authorities
- National and International Partners (including working groups and coordination bodies)
- National and provincial Media
- Partners etc

Organizations background

HI has been operating in South Sudan since 2006, implementing emergency and development actions aimed at improving protection, quality of life, and the promotion of rights of vulnerable individuals, including people with disabilities; persons with mental health issues; survivors of Sexual and Gender Based Violence (SGBV); Elderly Persons in need (EPN), and Orphans and Unaccompanied Minors. HI's current operations are centered in POC and IDP sites outside Juba city; as well as the host communities of Yei and Yambio in Central Equatoria and Torit in Eastern Equatoria, with the Country Office based in the capitol of South Sudan, Juba. Following requests from humanitarian partners through the Protection and Health clusters in mid-2014, HI launched its Flying Team mechanism, a mobile response that operated in South Sudan through integrated programming until 2020 and focused on providing inclusive humanitarian actions. Overall, about 50,000 direct beneficiaries (people with disabilities and other most vulnerable) are being targeted through functional rehabilitation, Individual protection assistance, MHPSS and Livelihood projects, with a strong emphasis on mainstreaming disability inclusion and enhancing inclusiveness in humanitarian action. HI current programs are funded by



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FCDO, MOFA Luxembourg, GFFO and SSHF –South Sudan Humanitarian Fund- among other donors. HI South Sudan was increasingly solicited to support external actors (UN agencies, INGOs, OPDs) on IHA to strengthen disability inclusive programming and services through technical support and capacity development

Duties and Responsibilities:

Key Responsibilities

Project assessments, planning and implementation

- Conduct assessment and mapping activities throughout South Sudan alongside with other humanitarian actors, the Ministry of Health, Ministry of Gender, partner I/NGOs and organizations of persons with disabilities promoting strategies, resources and action on disability inclusion.
- Facilitate trainings to humanitarian partners, cluster leads and co leads, and key stakeholders on the principles, actions and resources to ensure disability inclusive practices in humanitarian action.
- Developing strong, supportive working relationships with Organisation of persons with disabilities, I/NGOs and other actors supporting disability inclusion in South Sudan to further their mandate of upholding the rights of people with disabilities, in line with UN Convention on the Rights of Persons with Disabilities.
- Promote the disaggregation of data on disabilities and promote the integration of Washington Group question sets by humanitarian actors, partners, health & protection clusters and other associates.
- Continuously monitor and evaluate the progress made by humanitarian stakeholders and partners to adapt the capacity building, advocacy and sensitization activities, as indicated in the strategy and partner's Inclusion action plans in line with the IASC guidelines on Inclusion of persons with disabilities in humanitarian action.

Development of Tools and approach

- Support awareness raising and advocacy activities within communities through participatory methodologies to promote access to inclusive and accessible humanitarian services.
- Contribute to the adaptation of disability-inclusive training materials and the finalization of capacity building tools for partners based on existing and tested tools in country and global and national frameworks (CRPD, the WHO charter, IASC guidelines on the inclusion of persons with disabilities in humanitarian action).
- Help to update and ensure a good quality of capacity building materials on disability inclusion based on feedback and lessons learned together with humanitarian partners, local partners and Organizations of persons with disabilities during the course of the project.
- With support from specialist adapt tools to context and ensure toolkit is updated and usable by other Inclusive humanitarian action team.

Capacity building

- Support the development and adaptation of training materials on Inclusive humanitarian action.
- Facilitate training of cluster members and humanitarian staff in disability inclusion and referral of people with disabilities and other vulnerable groups



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- Conducting Disability inclusive training, workshops for frontline and strategic staff of humanitarian organizations.
- Support development of capacity building and technical support mechanisms for organizations of persons with disabilities.
- Support accompaniment coaching and mentorship of persons with disabilities as a key resource in promoting Inclusive humanitarian action
- Contribute to the organization of regular capacity building initiatives and participative workshops with partners and help to provide recommendations on disability inclusion and guidelines
- Develop and conduct ToT training so as to build a technical support mechanism on Inclusive humanitarian action.
- Support internal capacity building of other HI staff on Inclusive humanitarian action strategies.

Documentation and reporting

- Regularly reporting on the activities of the Leave No One Behind project (activity reports, meeting minutes, attendance sheets, indicator reporting, case studies/ success stories/ review weekly and monthly objectives, etc.) in compliance with M&E tools as per requested by the Project manager.
- Follow-up and update capacity building and awareness session plans based on the identified needs, interest and feedback provided.
- Support research work of the Leave no one behind project and dissemination of reports to the wider humanitarian response
- Provide monitoring and evaluation support to the project manager and team as whole, using questionnaires, focus group discussions and participatory research methods.

Representation

- Representation of the disability mainstreaming approach as per program strategy within all kind of coordination meetings (Government meetings, clusters, working group, as relevant).
- Representation of HI towards local authorities and local associations upon request.
- Report any relevant information and analysis related to disability Inclusion to relevant stakeholders
- Ensuring coordination and coherence of the project interventions.
- Attend coordination meetings, working groups and travels to the various field regularly to implement and monitor the activities.

Administrative functions.

- Participate in preparation of procurement plans and initiation of procurement process as well as delivery of supplies and IEC materials to user locations or beneficiaries.
- Any other relevant duties and responsibilities assigned by line manager or the Project Manager.

Other

- Any other duties and responsibilities assigned by the Project Manager that is within the post-holder's expertise and experience.



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Eligibility/Qualifications

- BA/S in Humanitarian Action/ Development studies or social fields (anthropology, psychosocial, sociology, social work, protection)
- Minimum 3-4 years' experience in working with INGOs and/or OPD's and disability activist groups.
- Experience in projects related to the protection, respect of rights and/or Inclusion of persons with disabilities.
- Experience in advocacy related to human rights, including disability, gender, age or other factors of discrimination with government, NGOs, local authorities
- Experience in the design and implementation of participatory and fully accessible assessments of environmental and attitudinal barriers and facilitators of access
- Experience in the design, implementation, monitoring and evaluation of capacity building and coaching on disability inclusion, including promoting participation, empowerment and universal accessible design and reasonable accommodation
- Fluency in written and spoken English is mandatory, Arabic is desired
- Strong interpersonal and intercultural skills
- Capacity to work respectfully and successfully with people with disabilities
- Strong communication, presentation and reporting skills
- Strong organizational skills
- Good computer and IT skills
- Global knowledge on disability inclusion in humanitarian action is desirable
- Observe and respect and promote HI's protection Policies

HOW TO APPLY

Qualified Applicant is required to submit his/her motivation letter and CV of not more than 5 pages clearly explaining your fit for this position.

You can submit your CV and motivation Letter to:

Human Resources and Administration Department, Humanity and Inclusion, Juba Office: Plot No 298, 3K South Hai Juba Na Bari, Tongpiny opposite Indian Embassy not later than 21st September 2022 or by email to recruitment@southsudan.hi.org

This is a National recruitment

Humanity and Inclusion is an equal employer and encourages applications from qualified Female candidates and persons with disabilities.

