

Cordaid



BUILDING FLOURISHING COMMUNITIES



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Approved by
Labour RSS
11/12/2020
[Signature]



Vacancy notice

Advert opens 11th December 2020

Introduction

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. We also stand for professionalism, expertise, and solidarity across borders, to make a difference where it is most needed. Together with more than 600 partner organizations in Africa, Asia, the Middle East and Latin America we structurally improve the living conditions of the poorest and most excluded populations - the bottom billion.

Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity-building. Currently it has programs in the area of Emergency Response, DRR, Health, Food Security, Security & Justice, Women Leadership and Investments.

Presently, Cordaid is expanding its program in different parts of the country. For that purpose, additional capacity is required. Therefore, Cordaid South Sudan would like to recruit for the position of **Regional Security Advisor Anglophone Africa** as detailed below.

Position: Regional Security Advisor Anglophone Africa

Based Location: Juba

Number of positions: One (1)

Reporting Lines:

The Region Security Anglophone reports to the Country Director of the South Sudan Country Office with secondary reporting lines to other Country Directors served.

Purpose of the position

To guide the GSA based in The Hague and focus on developing and supporting effective risk mitigation approaches and capacities that enable continued operations of the ground while facilitating Duty of Care to Cordaid staff and consultants. While s/he will primarily act in the role of an advisor to the respective Country Directors, s/he will also be responsible for developing and overseeing an effective safety and security set-up within the region served.



Key accountabilities and Responsibilities

- countries supported, which includes a Country Security Plan (CSP), Standard Operating Procedures (SOPs) and Hibernation, Relocation & Evacuation Plans (HREP) in order to promote safety and security for Cordaid staff, consultants, visitors and partners.
- In supporting the NSO(s) and Country Directors keep Country Security Plans updated and enforced (including context assessment, participatory safety & security risk assessments for the different locations to assess likelihood and potential impact of various risks, standard operating procedures and contingency plans).
- In supporting the NSO/SFP(s) to propose updates of Security Levels on a regular basis with frequency appropriate to the local context.
- In supporting NSO at Cordaid Offices to secure Cordaid Guesthouses in accordance with the provisions of respective Country Security Plans and aligned with best practices of other International NGOs and those advocated by INSO, while ensuring that mitigation factors do not unduly impact the mental health of (expat) staff.
- In supporting NSO/SFP(s) to conduct regular briefings and organise Local Response Team (LRT) meetings with frequency appropriate to the local context.
- In supporting NSO(s) and to conduct security briefings to new staff, consultants, advisers, and visitors upon arrival, and ensure that security procedures are complied with accordingly.
- In supporting NSO/SFP(s) to carry out annual security training needs assessments of staff and organise staff training accordingly. In acting as a focal point for all high level and regional security related issues and in appointing one NSO in each of the countries served as the focal point for all country security related issues.
- In supporting the training of NSO(s) in providing crisis management support as part of the local crisis response teams for crisis response, including logging and analysis of lessons learned as well as help prepare local crisis response team members for their relevant role in the LRT through regular tabletop exercises
- Develop a localised approach strengthened by regional oversight and guidance.
- Hire, train, and mentor of NSO/SFPs for each of the countries under his/her responsibility and build strong and effective safety and security teams, if so relevant to the context.
- Roll-out and maintain safety and security policies, procedures, and plans.
- Develop and manage effective tools and capacities that are appropriate to the respective country and local contexts within the region.
- Develop a good contextual understanding of the safety and security aspects of Cordaid programmes and projects within the region and within each of the countries served.
- Support NSO to do continuous analysis of local power dynamics/relations in provinces where Cordaid has a presence and ensure monitoring by NSO/SFP(s) of security updates from INSO, INGO/NGO, UN and Dutch Embassy security offices, media updates, government security instructions and any other relevant security related information and share with concerned staff.
- Support NSO/SFP(s) to undertake pre-travel clearance for expat visitors within the respective countries served with security related travel guidance provided accordingly.
- Support NSO to do pre-clearance of all travel of staff, advisers and consultants within the respective countries served with security related travel guidance provided accordingly.
- Support monitoring of field visits by NSO/SFP(s), including tracking of vehicles and staff (if so relevant), and ensure that all employees travelling to the field comply with the provision of the respective Country Security Plans and relevant SOPs.
- Support regular security and risk assessments by NSO/SFP(s) for all operational areas.



- capacities support “hybrid or direct implementation” in the field taking into account the need to deliver quality services to people, families and communities while facilitating “Duty of Care” for Cordaid staff.
- Ensure that assigned NSO/SFP(s) work closely with communities supported by programmes and projects implemented by Cordaid in developing effective mechanisms to prevent and resolve (potential) conflicts and harm to Cordaid staff in an expedient and effective manner.
- Substantial and demonstrated prior experience as a trainer with an effective & participatory adult learner training style and the ability to develop, implement, facilitate and impart learning to staff with diverse backgrounds.
- Demonstrated ability to transfer knowledge through mentoring and other non-formal methods of accompaniment.
- Able to build teams and coordinate teamwork with NSO/SFP(s), Local Response Teams (LRTs) based in the countries served and the GSA based in The Hague.
- Contribute to the development and introduction of innovation to ensure Cordaid is continually incorporating best practice approaches in Regional and Country Office operations.
- Contribute to the dissemination and sharing of best practices and lessons learned for corporate development planning and knowledge building and, contribute to relevant Communities of Experts and Communities of Practice accordingly.
- At the request of respective Country Directors and in collaboration with the NSO/SFP(s) plan, implement and organize security related capacity building of project personnel, clients and other stakeholders.

Qualifications and skills

- University degree in a field relevant to security management in a conflict context or work experience that equals this.
- At least 5 years of proven field experience in tackling complex security issues in fragile states and environments.
- Knowledge of the humanitarian and development sector, including the NGO organizational culture an advantage.
- Understanding of principles and practices in humanitarian action, NGO security management, humanitarian access, and civil-military coordination.
- Understanding of humanitarian principles and theoretical and practiced approaches to humanitarian access, including acceptance-based approaches.
- Advanced knowledge of, and ability to train others in, communications technology, including VHF, HF radio systems, satellite communications, cell phone mediums, etc.
- Experience as a trainer, with an effective & participatory adult learner training style and the ability to develop, implement, facilitate, and impart learning to staff with diverse backgrounds.
- Experience as a security policy writer.
- Self-motivated and able to work effectively without close supervision, if required.
- Willingness to travel frequently between the countries served, sometimes on short notice.
- Willingness to travel to remote locations.
- Experience in incident and crisis management.
- Flexible and capable of working in a stressful context.
- Good oral and written communication skills in English language.



Further information and how to apply

Interested and qualifying applicants can submit their application letter including CV in English, copies of birth certificate, National ID and qualification documents, both phone and email contact details of at least 4 professional references, including most recent/current employer/supervisor to the following email hr.southsudan@cordaid.org

Mention the vacancy reference number position in the subject line on the envelopes.

CSS023/12/20 Regional Security Advisor Anglophone Africa.

or

Applications can also be hand dropped at Cordaid Juba office and Cordaid Juba field office to the attention of the **Human Resource and Administration Manager – Cordaid Juba South Sudan Country Office.**

Deadline for submission is by the **6th January 2021**

Cordaid is an equal opportunities employer and women are strongly encouraged to apply

Only shortlisted candidates will be contacted.

An integrity check will be part of the recruitment procedure. All applications submitted cannot be returned.

