

External Advert

Oxfam is an international non-governmental organisation with a mission of working with others to alleviate poverty, suffering and distress.

Oxfam has been working in South Sudan since 1983. Our Programmatic Strategy concentrates on Saving lives, Resilient Livelihoods, Advancing Gender Justice and Good Governance and Active Citizenship through a full spectrum platform that includes humanitarian response, recovery and resilience, long term development and policy and advocacy.

Oxfam currently operates via eleven area offices in ten states (Upper Nile, Unity, Jonglei, Lakes, Eastern Equatoria, Central Equatoria, Western Equatoria and Western Bahr-el Ghazal, and Northern Bahr el Ghazal.

**Position: Safeguarding Adviser**

**Location: Juba- South Sudan**

**Grade & Level: C Zone 1 Global**

**Contract Type: Fixed Term**

**Number of posts: 01**

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| |  |  | | --- | --- | | **Key Responsibilities:**   * Member of country senior management team with responsibility for advising senior managers and other technical teams on SG related issues and processes * Initiate set-up and manage PSEA group convening relevant focal points in INGOs operating in South Sudan and/or play key role in engaging with the existing one * Design and deliver training in line with safeguarding shared service materials on awareness raising and other capacity building activities for staff, volunteers, and others across Oxfam in South Sudan. * Provide support and guidance to staff/others on safeguarding policies and procedures, including reporting mechanisms and the safeguarding case management process. * Support and work alongside Safeguarding Focal Points in developing training, awareness raising measures, reporting mechanisms and other safeguarding procedures * Sensitively receive complaints and refer all of them within 24 hours to the Safeguarding Team at Oxfam GB * Support Oxfam GB’s Safeguarding Team with Safeguarding Investigations * Support the Country Team in developing an understanding of the information needs of Oxfam staff, counterparts and beneficiaries in relation to safeguarding. * Support and work alongside the relevant Technical Teams e.g. Gender, Protection, Human Resources and the Safeguarding Team at Oxfam GB and Regional Safeguarding Advisor HECA to create and maintain information on local referral pathways for survivors (to include medical, psychosocial, legal, security). * Facilitate access to first line support for survivors and witnesses, including referral to medical, psychosocial, legal and security services. * Work with technical teams to engage the community and Partners on the design of accessible Safeguarding reporting mechanisms and raise awareness of these reporting mechanisms in the community. * Support Oxfam GB Safeguarding Advisors to conduct risk assessments in country * Support Program Teams to mitigate Safeguarding risks in program activities (including reviewing programme risk assessments) * In collaboration with Human Resources, promote amongst employees (including managers) best Safeguarding practice, awareness of Safeguarding policies and procedures including safer recruitment, as well as reporting options * Support Country Director, Oxfam GB Safeguarding Team and Regional Safeguarding Advisors to shape Oxfam South Sudan’s Safeguarding strategy, implement safeguarding policies, and report back to Country Leadership Team on progress. * Report Safeguarding initiatives carried out, such as training and awareness-raising to the Country Director and Oxfam GB Safeguarding Team | **Key Responsibilities:** | |
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| * Minimum of 10 years of HR/OD Management experience in a leadership position in an international setting with a proven track record and a degree level education (from a recognized university) in a relevant subject. |
| * Experience of leading and managing conflict resolution. |
| * Experience of developing and managing budgets. |
| * Ability to reflect and effect a gender and diversity sensitive human resources policy. |
| * Able to function in high pressure situations while maintaining emotional control. |
| * Good written and spoken English |
| * Standard keyboard skills with knowledge of Microsoft suite |
| * Ability to work cooperatively in a cross-cultural setting, fast-paced and difficult emergency context |
| **Desirable** |
| * Able to influence and inspire confidence using professional knowledge and expertise |
| * Understanding of trends and developments in the relevant field |
| * Proven experience in working in Humanitarian context |
| * Ability to demonstrate sensitivity to cultural differences and gender issues, as well as the commitment to equal opportunities. |
| * Experience of developing and working with HR Information Systems |

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| **NB: Female candidates are strongly encouraged to apply and applications will be reviewed upon receipt.**    **Only shortlisted candidate will be contacted.**  **Deadline for submission of applications is 23 May 2023. Interested Applicants should send soft copies of their CVs and Cover letters to** [Hrsouthsudan@oxfam.org.uk](mailto:Hrsouthsudan@oxfam.org.uk) |

***Oxfam is committed to safeguarding and promoting the welfare of children, young people and adults and expects all staff and volunteers to share this commitment.***

***We will do everything possible to ensure that only those that are suitable to work within our values are recruited to work for us.***

***This post is subject to a range of vetting checks.***