



Approved
01 JUL 2019
[Signature]

INCLUSION MAINSTREAMING OFFICER

Vacancy Announcement

Job Description – Inclusion Mainstreaming Officer (DFID Project)

Humanity and Inclusion (HI) in South Sudan will be implementing an integrated protection, mental health, and peacebuilding project in Juba protection of civilian sites (POCs), POC 1 and POC 3. Building on successful project implementation and partnership with UNHCR since 2016, the project aims to provide protection and community-based mental health and psychosocial support (MHPSS) services to internally displaced persons (IDPs) in Juba, as well as peacebuilding activities. The project will include protection monitoring activities, including registration of new arrivals and returnees with specific needs (PSNs). The project will also support PSNs to access essential services through comprehensive protection case management activities, including referrals and advocacy among service providers. Through the project, HI will strengthen community-based protection and MHPSS mechanisms, as well as support peaceful coexistence of communities.

Job Purpose

Under the direct supervision of the Inclusion Technical Advisor for Disability Mainstreaming in Humanitarian Action and in close collaboration with all HI staff, part of the DFID HARISS project, the **Inclusion Mainstreaming Officer** will implement activities to ensure disability inclusive humanitarian action within the HARISS program, partners' projects and related data systems, as well as within HI Mental Health and Psychosocial Support interventions.

S/he will be responsible for conducting trainings, workshops, and other inclusion activities with HARISS partners in Juba, Yei, Torit and Yambio and other areas where partners have projects. The **Inclusion Mainstreaming Officer** will work together with HARISS partners and HI staff and partners at Juba level, as well regularly visit Yei, Yambio and Torit and other field locations as defined by partners' field locations.

Position title	Inclusion Mainstreaming Officer (02)
Duty Station	Juba
Working Day/time	Monday – Friday (08:30 AM – 05:30 PM)
Line Manager	Inclusion Technical Specialist



<p>Key Responsibilities</p>	<p>Project assessments, planning and implementation</p> <ul style="list-style-type: none"> • Together with the Technical Specialist for Disability Mainstreaming in Humanitarian Action, meet different stakeholders of the HARISS program and partners to implement initial assessment of their strategies, resources and action to ensure disability inclusive humanitarian action and help to assess their learning needs on disability inclusion • Implement activities to collect relevant data on resources, good practices and factors of discrimination based on disability within the HARISS program at institutional, program, service delivery and community level. These activities include fully accessible participatory workshops, sensitization sessions, Focus Group Discussions, Key Informant Interviews, Observations and documentation review • Collect and report good-practices among humanitarian stakeholders towards the protection and inclusion of people with disabilities in South Sudan, in line with UNCRPD, especially article 11 and contribute to the reporting and dissemination of good practices • Identify and assess the interest and resources of local organization and actors representing people with disabilities and disability activists to engage towards disability inclusive humanitarian action and develop together with the Technical Advisor for Disability Mainstreaming in Humanitarian Action strategies for capacity building and joint activity implementation. • 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 action plans <p>Development of Tools and approach</p> <ul style="list-style-type: none"> • Contribute to the finalization of the methodology and tools for the participatory assessment of factors of discrimination within the HARISS program at institutional, program, service delivery and community level based on your experience. • Contribute the finalization of capacity building tools for different HARISS partners together with the Technical Advisor for Disability Mainstreaming in Humanitarian Action based on existing and tested tools in country and global and national frameworks (DFID Disability framework, CRPD, the WHS charter, protection mainstreaming toolkit, UNHCR guidance note and the future IASC guidelines on the inclusion of persons with disabilities in humanitarian action) • Contribute to the development of awareness raising and advocacy messages together with local organizations representing people with
------------------------------------	---

	<p>disabilities and the Technical Advisor for Disability Mainstreaming in Humanitarian Action</p> <ul style="list-style-type: none"> • Help to harmonize all tools with other mainstreaming initiatives such as protection, age and gender mainstreaming within the humanitarian response • Help to update and ensure a good quality of capacity building materials on disability inclusion based on feedback and lessons learned together with local partners, during the course of the project • Help to develop and update an induction package for HI staff and DFID partners on disability inclusion in south Sudan by contributing to the Term of Reference, outline and toolbox content <p>Capacity building</p> <ul style="list-style-type: none"> • Implement sensitization and capacity building activities to ensure disability inclusive monitoring and evaluation practices, systems and tools through the collection of reliable and comparable disability data (by using the Washington Group set of Questions and barriers and facilitators assessments) • Sensitize all DFID staff on disability in South Sudan, disability inclusive humanitarian action and relevant global and organizations frameworks and commitments (DFID Disability framework, CRPD, the WHS charter, National Disability and Inclusion Policy, UNHCR guidance note and the future IASC guidelines on the inclusion of persons with disabilities in humanitarian action) • Contribute to the organization of regular capacity building initiatives and participative workshops and with DFID HARISS partners and help to provide recommendations on disability inclusive humanitarian action. • Provide sensitization and capacity building initiatives to all HI staff within the DFID MHPSS project and help to develop and update an induction package for all staff • Ensure that beneficiaries and partners are aware and comply with HI protection policies including the code of conduct and PSEA policy – Prevention of Sexual Exploitation and Abuse. <p>Documentation and reporting</p> <ul style="list-style-type: none"> • Regularly reporting on the activities of the DFID program (activity reports, meeting minutes, attendance sheets, indicator reporting, review weekly and monthly objectives, etc.) in compliance with M&E tools as per requested by the Technical Advisor for Disability Mainstreaming in Humanitarian Action
--	---

	<ul style="list-style-type: none"> • Follow-up and update capacity building and sensitization plans based on the identified needs, interest and feedback • Contribute to the production of barriers and facilitators assessment reports, reporting of evidence-based practices and lessons-learned in collaboration with Technical Advisor for Disability Mainstreaming in Humanitarian Action • Help monitor and evaluate the relevance of implemented activities together with the Technical Advisor for Disability Mainstreaming in Humanitarian Action according to the desired outcomes of the inclusion strategy and contribute to the collection/compilation of relevant data for internal and external monitoring and reporting purposes as required. <p>Representation</p> <ul style="list-style-type: none"> • Representation of the disability mainstreaming approach as per program strategy within all kind of coordination meetings (Government meetings, clusters, working group, as relevant) when needed • Representation of HI towards local authorities and local associations upon request • Report any relevant information and analysis related to disability mainstreaming to relevant stakeholders • Ensuring coordination and coherence of our intervention amongst local and international actors, avoiding duplication and promoting complementarities • Attend coordination meetings, working groups and travels to field locations implement and monitor the activities <p>Administrative functions</p> <ul style="list-style-type: none"> • 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 in relation to project implementation. • Any other relevant duties and responsibilities assigned by line manager or the Project Manager. <p>Other</p> <ul style="list-style-type: none"> • Any other duties and responsibilities assigned by the Inclusion Technical Advisor that is within the post-holder's expertise and experience.
--	--



Eligibility/Qualifications	<ul style="list-style-type: none">• BA/S in Development studies/ Humanitarian Action or social fields (anthropology, psychosocial, sociology, social work, protection)• Minimum 3-4 years' experience in working with INGOs and/or DPO'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 – (MS Word, MS powerpoint and Internet)• Global knowledge on disability inclusion in humanitarian action is desirable• Observe and respect and promote HI's protection Policies• Women candidates and persons with disabilities are encouraged to apply (encouraged to include this on your CV)
-----------------------------------	---

This position is for: **South Sudanese National only.**

How to apply:

Interested applicants should submit their document with **3 references** and copy of their **national ID** to Juba HI head office located hai Amarat Havana Street, off Airport Road, next to Crown Hotel, not later than **July 14, 2020.**

Or E-mail: recruitment@southsudan.hi.org.

Clearly label your Application: **Inclusion Mainstreaming Officer- Juba.**

Note: Only shortlisted Candidates will be contacted.

HI IS AN EQUAL EMPLOYER, FEMALE APPLICANTS ARE HIGHLY ENCOURAGED TO APPLY.

