



INTERNATIONAL MEDICAL CORPS

Headquarters: 1919 Santa Monica Blvd., Suite 400, Santa Monica, CA 90404



JOB VACANCY ADVERTISEMENT

International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction. If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website provided at the end of this document

Job Title:	Country National Security Manager (1 Position)
Country Program:	South Sudan
Location of Position:	Juba
Position Opened for:	South Sudanese only (Internal/External)
Report To	Country Director
Desired Start Date:	14/June/2023
Advertised date	24/May/2023
Closing Date for Applications:	12/June/2023

Organizational Background

International Medical Corps is a global, humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs. Established in 1984 by volunteer doctors and nurses, International Medical Corps is a private, voluntary, nonpolitical, nonsectarian organization. Its mission is to improve the quality of life through health interventions and related activities that build local capacity in underserved communities worldwide. By offering training and health care to local populations and medical assistance to people at highest risk, and with the flexibility to respond rapidly to emergency situations, International Medical Corps rehabilitates devastated health care systems and helps bring them back to self-reliance.

SUMMARY:

The Country Security Manager (CSM) works at the direction of the Country Director, and reports on technical issues to the Director of Global Security and the Deputy Director



of Global Security. The primary function of the Country Security Manager is to provide assistance to the Country Director on all issues of safety and security as they relate to staff and programs in the country in which they work. The Country Security Manager oversees daily security management in their country program and manages National Security Officers as well as trains and mentors Security Focal Points. The Country Security Manager will monitor and assess security conditions, and makes recommendations to the Country Director as appropriate. The Country Director is the direct supervisor to the CSM, but the Director of Global Security (DGS) is the technical manager for the CSM.

To perform this job successfully, an individual must be able to perform each essential function with or without reasonable accommodation:

GENERAL DUTIES AND RESPONSIBILITIES:

1. Security Management

- Develop and update the security guidelines, SOP's and Contingency Plans for their country program.
- Supervise and train national counterpart and security officers in their country program.
- Coordinate and monitor security activities to ensure that safety and security policies and procedures are implemented.
- Ensure that all field staff are fully cognizant of prevailing security threats and fully advised on means to reduce staff vulnerability to those threats
- Design and drill warden systems, emergency radio networks, and provisioning of emergency supplies for field personnel.
- Ensure internal incident tracking system is utilized properly and perform incident mapping and analysis.
- Collects security related information from local and regional resources as it applies to IMC sites and communicates with the Director of Global Security (DGS) and Country Director (CD) as appropriate.
- Monitors the security preparedness of country staff and works with CD to enforce staff compliance with internal security policies and SOPs.
- When directed by the DGS/CD, carry out investigations and capture lessons learned to be incorporated into future staff trainings.
- Act as a key member of the Field Incident Team when required during a crisis so that safety policies and procedures are implemented.

Approved - Labour
HQ/RS
24/5/2023



- Ensures logistics follows a servicing and maintenance schedule for vehicles.
 - Audits communications equipment and facilitates communications-related assistance when necessary.
 - Recommends changes in country security plans to CD and DGS as needed.
 - Ensure induction security briefings are conducted to all arriving staff, visitors or volunteers.
- **2. Compliance**
 - Ensure weekly security reports are completed and sent to headquarters, providing timely updates of all situational and security developments including investigation of security incidents
 - Conducts and submits Security Risk Assessments of programs, as required.
 - Conducts and submits full Site Security Surveys of every site visited.
 - Conducts and submits Trip Reports of all field deployments.
 - The above should be completed using the Security Department approved templates, and be submitted to the Country Director, Director of Global Security and the Security Specialist.
 - Keep excellent records and logs to ensure continuity of this position.
- **3. Human Resources**
 - Oversee the recruitment and selection of qualified national security field staff, recommend promotions, disciplinary action and termination of staff in consultation with the Country Director
 - Make frequent site visits to facilities to carry out security assessments and ensure appropriate care and training are being conducted Maintain open lines of communications with all field staff
- **4. Training/ Capacity Building**
 - Determine training needs for the security staff.
 - Train senior national staff to increase their responsibilities in order to build capacity and ensure sustainability.
 - Works with DGS and CD to conduct any staff security training that is warranted.
- **5. Working Relationships**
 - Maintain excellent working relationships as a member of the country team senior management.
 - Build strong professional relationships with UN agencies, local authorities and other NGO's.



- **6. Representation**

- Attends security coordination meetings and updates CD on current security issues.
- Contribute to the creation of a positive image and overall credibility of the organization, notably through the application of the organizations Code of Conduct, ethics, values and stand-point with regard to internal and external actors.
- Perform other duties as assigned. The duties and responsibilities listed in this document are representative of the nature and level of work assigned and not necessarily all inclusive.

CORE COMPETENCIES:

Job Knowledge

Demonstrates a thorough understanding of the responsibilities specific to the job, as well as the ongoing capacity to stay abreast of changes in job functions.

Interpersonal/Communication Skills

Demonstrates the ability to work cooperatively and effectively with other employees. Maintains good work relationships both internally and externally and has the ability to work productively as a team.

Situational Judgment

Demonstrates the ability to make good decisions about what should be done given a specific situation. Thinks carefully before taking action and behaves appropriately for the circumstances.

Problem Solving Skills

Demonstrates the ability to use creativity, reasoning, past experience, information and available resources to resolve issues.

Leadership

Takes responsibility for actions, decisions, and outcomes. Can confidently take the lead role on a team, if and when necessary

Prevention of Sexual Exploitation and Abuse

- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within IMC and amongst, vendors-suppliers and beneficiaries served by IMC.

Compliance & Ethics: Promotes and encourages a culture of compliance and ethics throughout International Medical Corps. As applicable to the position, maintains a clear understanding of International Medical Corps' and donor compliance and ethics standards and adheres to those standards. Conducts work with the highest level of integrity.

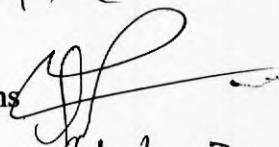
Ethical conduct for IMC staffs: The International Medical Corps maintains a code of standards of conduct that shall govern the performances of its employees engaged in the award and administration of contracts. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported/ by donor funds if a real or



apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or about to employ any of the parties indicated above, has a financial or other interest in the firm selected for an award. IMC officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to sub-agreement. These standards shall provide for disciplinary actions to be applied for violations of such standards by IMC officers, employees, or agents.

Personnel Qualifications (special training/experience required) provide 1-12 requirements

1. Bachelor's Degree in security management, Business Administration, Law, Political Science, Conflict Studies Or Equivalent Qualification
2. 5-7 years of field security experience in hostile environments or equivalent combination of education and experience
3. Ability to relate to and motivate national staff effectively
4. Creativity and the ability to work with limited resources
5. Extremely flexible with the ability to cope with stressful situations and frustrations
6. Excellent decision-making skills
7. Advance First Aid training
8. Ability to exercise sound judgment and make decisions independently
9. Ability to relate to and motivate local staff effectively
10. Creativity and the ability to work with limited resources
11. Excellent decision-making skills
12. Must work independently under difficult conditions

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HQRs

24/5/2023



HOW TO APPLY

Interested candidate (**South Sudanese Nationals**) who meets the above criteria, should submit their Application (cover letter) indicating daytime, contact numbers, copies of Updated CV with at least three referees, their telephone and email contacts, South



Sudanese Nationality ID Card or Passport, Birth Certificate, Academics Certificates, (Documents are not returnable once submitted) addressing to Human Resource Department IMC. If you are submitting your application through email, please submit to SS-Recruiting@internationalmedicalcorps.org. Hand delivered applications should be submitted to Juba Head Office Plot No 320 Block 3K, 2nd Class Residential areas, Pope Francis Road, Thongpiny Juba, Central Equatorial South Sudan)

Note: Clearly indicate the position you are applying for on the back of your Envelop OR on subject line of your e-mail.

Closing date for receiving application:
12/May/2023

Please note applications received will be reviewed on a rolling basis and this position might be filled before the closing deadline.

We appreciate your Applications; however, Only Shortlisted Candidates will be contacted for interviews.

Website for reporting misconduct: www.InternationalMedicalCorps.ethicspoint.com. Please do not submit your CV or application to this website, it will not be considered for review

