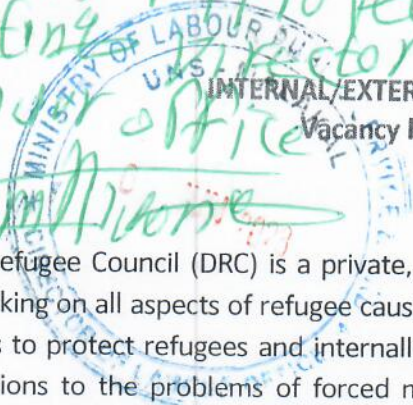


It's was Approved by
Acting Director
of Labour Office
Malakal



INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT

Vacancy No. MAK 2023/06/06/003

Who we are:

The Danish Refugee Council (DRC) is a private, independent, humanitarian organization founded in 1956 and currently working on all aspects of refugee cause in more than twenty-five countries throughout the world. The aim of DRC is to protect refugees and internally displaced persons (IDPs) against persecution and to promote durable solutions to the problems of forced migration, on the basis of humanitarian principles and human rights. DRC works in accordance with the UN Conventions on Refugees and the Code of Conduct for the ICRC and NGOs

The protection and assistance to conflict affected population is provided within a long-term, regional and rights-based approach in order to constitute a coherent and effective response to the challenges posed by today's conflicts. Assistance consists of relief and other humanitarian aid, rehabilitation, support to return and repatriation as well as promotion of long-term solutions to displacement and its causes. In addition, support and capacity building of local and national authorities and NGOs form an integral part of DRC's work.

Country and Project Background:

The Danish Refugee Council (DRC) has been working in Sudan since 2004 and was subsequently present in South Sudan when it gained independence in 2011. DRC South Sudan programme's current focus is on supporting forcibly displaced and conflict-affected people, including refugees, internally displaced persons (IDPs) and returnees to access their rights in a safe and secure environment. Currently DRC is operational in greater Equatoria, Unity and Upper Nile, Jonglei and Western Bahr El Ghazal States, working in the sectors of Camp Coordination and Camp Management, Protection, Shelter/NFI, Food Security and Livelihoods, Demining and peacebuilding.

DRC Seeks to Recruit:



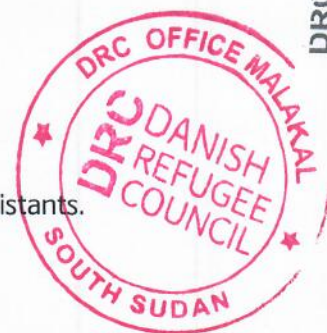
Position Title	Camp Coordination and Camp Management Team Leader (1 position)
Reports to	CCCM Manager
Duty Station	Malakal
Contract Type	Standard
Employment Start Date	As Soon as Possible
Salary	According to DRC Salary Policy
Eligibility	South Sudanese Nationals Only
Advertisement posting date	6th June, 2023
Advertisement Closing Deadline	19th June, 2023
Mandatory requirement for application	Labour card MUST be attached without which your application will not be considered.

Overall purpose of the role: (1-2 sentences)

The Camp Coordination and Camp Management Team Leader is responsible for managing DRC Officers and Assistants in the CCCM team implementation "Upper Nile" areas, working closely with the other DRC sectors. The CCCM Team Leader is line managed by the CCCM Manager.

Responsibilities: (in bullet points)**CCCM Management:**

- Daily supervision and coordination of the CCCM team Officers and Assistants.
- Indicator tracking responsibilities to meet agreed projects targets
- Budget tracking responsibilities for the delegated projects
- Development of work plans for the CCCM team
- Receipt and review of CCCM staff report such as weekly/monthly reports, assessment reports, distribution reports, and all the normal CCCM usual tools such as New Arrivals Tracking, Service Mapping, Site Monitoring, Safety audits, Training trackers, Fire Safety Incidents reporting, Complaints and Feedback Mechanism, establishing referral pathway and camp infrastructure monitoring.
- Represent DRC in external meetings: ICCG, CCCM Cluster, Coordination meetings, community meetings and other internal meetings: area office meetings, CCCM meetings, etc.
- Ensuring high-quality CCCM programming interventions from the CCCM team.

**- Oversight of CCCM Implementation:**

- Led the CCCM team in establishing & training representative and inclusive community committees at sites
- Ensure CCCM programming is community-led and incorporates genuine community feedback and engagement throughout the project cycle
- Lead the CCCM team in monitoring sites to identify needs, gaps in service provision, and duplication of efforts at IDP sites. Ensure regular service mappings for all sites is completed by CCCM field staff
- Oversee the implementation of the Community Feedback Mechanism (CFM) by the CCCM team in sites
- Supervise planning and implementation of community-based projects and social cohesion activities at IDP hosting sites.
- Coordinate multi-sectorial assessments of IDP needs with other DRC teams
- Work closely with the other TLs to provide inputs into developing site plans, including physical infrastructure (Shelters & latrines), service provision, and expansion possibilities.
- Lead the engagement with the Authorities (state, district and site levels) and other relevant local authorities such as district commissioners and other directors of the main government offices such as health, and education offices) to ensure a strong and collaborative working relationship to facilitate implementation of DRC CCCM programming
- Represent DRC with IDP communities, host communities, and other community stakeholders, ensuring a positive two-way relationship and acceptance of DRC SMC programming.
- Develop strong and collaborative working relationships with NGOs, Government, and other service providers operating in DRC-managed IDP hosting sites, to facilitate smooth site coordination of humanitarian service provision.
- Build and maintain mutually respectful relationships with any other key stakeholders.
- Arrange and lead regular and ad hoc coordination meetings with key stakeholders and share and follow up on the agreed meeting minutes and action points.
- Lead the MCLA Assessments when requested by SN-CCCM Cluster.
- Ensure CCCM Team staff presence in field locations.

- Community Participation and Representation:

- Establish, support and aid in the design of community committees, recognising the influence of 'Camp Leaders' in the South Sudan context
- Oversee and support representative committees and community groups, ensuring inclusion is the main factor in composition and any community-based targeting.

**- Information Management:**

- Establish, maintain, and actively utilise networks of key informants at IDP sites.
- Plan mechanisms for timely registration of IDPs, including identification of protection-related needs, working closely with the CCCM MEAL/IM Officer
- Ensure the CCCM MEAL/IM Officer has the required support to maintain a comprehensive service and needs-related information database for each site.
- Provide situation reports on IDP movements and other critical information as required.
- Provide weekly reports and other relevant information on site conditions and services.
- Oversee the provision, documentation, and tracking of timely referrals and service requests to critical partners, including escalation of outstanding or emergency cases flagged by the CCCM field staff.
- Analyse site-related and contextual information, and utilise the analysis in planning new interventions in partnership with the CCCM TC.



<p>Education: (include certificates, licenses etc.)</p> <ul style="list-style-type: none"> • Bachelor's degree in social or political sciences, or relevant discipline. • Minimum three years of experience in international and/or local NGO; ideally involved in the direct implementation and supervision of field-level humanitarian assistance to IDPs • Significant professional knowledge of CCCM strategies, policies, and modalities. • Strong conceptual understanding of gender, protection, human rights and humanitarian principles • Proven leadership skills and related experience in building, establishing, and negotiating relationships and social networks with various stakeholders at the community, local, and national levels • Proven experience with budget management, planning of activities, and team management • Excellent representation, negotiation, interpersonal, and communication skills • Strong team spirit and ability to work comfortably in multicultural contexts • Strong computer skills (MS Word, Excel, BI, Outlook and PowerPoint). 	<p><i>Find the definition of DRC's Core competencies here</i></p> <p><u>All DRC staff should master the 5 core competencies:</u></p> <ul style="list-style-type: none"> • Striving for excellence: you focus on reaching results while ensuring an efficient process • Collaborating: you involve relevant parties and encourage feedback. • Taking the lead: you take ownership and initiative while aiming for innovation. • Communicating: You listen and speak effectively and honestly. • Demonstrating integrity: you act in line with our vision and values <p><i>Find the definition of DRC's Core competencies here</i></p>
<p>Languages: (indicate fluency level)</p> <p>Fluency in English (spoken and written) is required; Knowledge in Arabic, and the local languages are an added advantage.</p>	
<p>Key stakeholders: (internal and external)</p> <ul style="list-style-type: none"> • Site Governance Structures/committees • Displaced communities • Humanitarian Actors • UNMISS • DRC staff <p>Governmental bodies</p>	
	<p>Basic: I master the essentials, but may at times need help from others</p> <p>Advanced: I can work independently at full professional level.</p> <p>Expert: I am the go-to person when others need help.</p>

How to apply: Please send a cover letter outlining how your skills and experience meets the Person Specification along with your CV to Human Resources Department through ssd-jobs@drc.ngo. OR Submit your hard copy application to the Human Resource Department to the attention of HR Officer DRC Office in Malakal/Juba or to any DRC field offices.

Title of the position/vacancy number MUST be clearly mark in the application and on envelop.

Further information: Please note, as this position is urgent, applications will be reviewed on a rolling basis and interviews held prior to the advert closing date.

We appreciate your application however; only short-listed candidates will be contacted for interview. If you have not been contacted within two weeks of the closing date we regret that your application has been unsuccessful. Please continue, however, to periodically review our website, South Sudan NGO Forum website <http://comms.southsudanngoforum.org/> for other suitable opportunities.

Equal Opportunities: DRC is an equal opportunity employer. We value diversity and we are committed to creating an inclusive environment based on mutual respect for all employees. We do not discriminate on the basis of age, sex, disability status, religion, ethnic origin, colour, race, marital status or other protected characteristics.

Safeguarding: DRC's Capacity to ensure the protection of and assistance to refugees, IDPs and other persons of concern depends on the ability of our staff to uphold and promote the highest standards of ethical and professional conduct in relation to DRC's values and Code of Conduct, Safeguarding and Anti -Corruption policies including safeguarding against sexual exploitation, abuse and harassment. DRC conducts thorough and comprehensive background checks as part of the recruitment process.

