

Approved
SMOLIPS/HRA/03



INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT

Vacancy No. BEU 2023/17/04/0001

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 in Disaster Relief.

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	Shelter & Settlement Specialist
Reports to	Area Manager
Duty Station	Bentiu
Contract Type	Standard
Employment Start Date	As Soon as Possible
Salary	According to DRC Salary Policy
Eligibility	South Sudanese Nationals Only
Advertisement Closing Deadline	5 th May, 2023

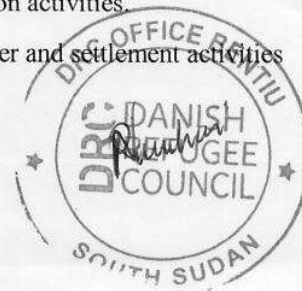
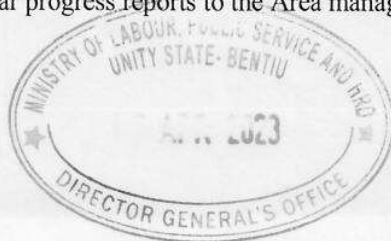


Overall purpose of the role:

The Shelter Specialist provides the required leadership and technical knowledge to ensure that DRC responds timely to the shelter and settlement needs of IDP's and host community in Unity State with a particular focus on Persons with Specific Needs. The Shelter & Settlement Specialist will be responsible for planning, implementing and evaluating shelter, settlement infrastructures and all DRC construction activities in Unity state. He / she coordinates with the other DRC departments and partners, including UNHCR, IOM and WASH partners in ensuring effective quality delivery of services.

Responsibilities:

- Contributes to the development and implementation of the shelter strategy, actively participates in project proposals writing, reporting and assessments / evaluations,
- Develops Shelter and settlement infrastructure bill of quantities and technical designs,
- Responsible for planning, implementing, following-up and supervising DRC shelter settlement and construction activities in DRC operational areas, and ensures quality implementation through regular systematic field monitoring,
- Ensures that the project targets the beneficiaries most in need of protection by exploring and assessing new and better ways to assist, in collaboration with the DRC CCCM and Protection/GBV teams.
- Develop and/or adapt a work plan for shelter, settlement and construction activities and ensure progress and quality in line with applicable international standards and agreements. Shelter and settlement activities will include, but not be limited to:
 - Road infrastructure activities which includes drainages, culverts and road rehabilitation and repairs.
 - Construction of emergency and transitional shelters
 - Construction of communal infrastructure (including both traditional structures using local materials and semi-permanent, and permanent buildings).
 - Construction of buildings to support other projects, training centers, community centers, field offices etc.
- Supervises contractors and suppliers, ensuring that deliveries take place according to the quantity and quality agreed,
- Participate in camp coordination meetings, ensuring that community members are regularly updated on construction progress and constraints.
- Identify gaps in shelter and settlement provision to IDP's and host community, proactively referring those gaps to the relevant sector.
- Mobilizes and trains settlement maintenance teams to ensure drainages are kept clean and that there is no construction on access roads.
- Maps all Settlement development activities using the GPS and provide input for overall development and update of the settlement site plans and maps,
- Liaise and collaborate with relevant sectors including CCCM, ECR, Protection/GBV and others in implementation of shelter, settlement and construction activities.
- Provide regular progress reports to the Area manager on shelter and settlement activities



- Ensure that the organization’s financial, supply chain, security and human resources policies and procedures are fully adhered to and implemented,
- Ensure that DRC’s Code of Conduct is respected and implemented by all stakeholders: national staff, casual labor, suppliers

Experience and technical competencies: (include years of experience)

- Minimum of 4 years of experience in implementation of shelter and settlement infrastructure related activities;
- Minimum 3 years of humanitarian work in challenging field locations;
- Experience with implementation of shelter programs in IDP settlement or displacement situations is an asset;
- Excellent project management skills including the use of project management tools;
- Strong interpersonal skills and demonstrated ability to establish effective working relations with local staff and other stakeholders;
- Ability to work under pressure
- Experience with preparing Bills of Quantities (BoQ) and technical design drawings
- Proficiency in the use of IT Office Tools and AutoCAD drawing software is mandatory;
- Knowledge and competency of Geographical Information System (GIS) mapping will be an added advantage

<p>Education: (include certificates, licenses etc.)</p> <ul style="list-style-type: none"> • Bachelor’s degree in Civil/Building/Construction engineering (mandatory) 	<p>All DRC staff should master the 5 core competencies:</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>Languages: (indicate fluency level)</p> <ul style="list-style-type: none"> • English: fluent in written and spoken English • Arabic and Nuer languages 	
<p>Key stakeholders: (internal and external)</p> <ul style="list-style-type: none"> • Settlement maintenance Committees • Settlement leadership • Donors (UNHCR, MINISTRY) • NGO partners 	



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 Bentiu/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 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.

