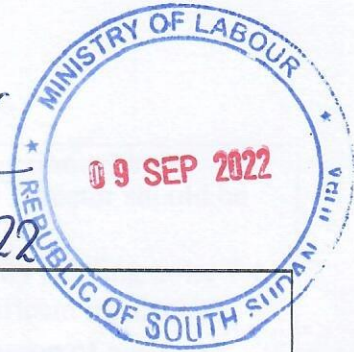


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MOL
Approved
9/09/2022



VACANCY ANNOUNCEMENTS

PROGRAM/DEPARTMENT SUMMARY:

Mercy Corps began programming in Sudan in 1985, and has been operating in states of what is now South Sudan since 2005; operations have continued since the independence of South Sudan in 2011. We have been working to meet people's immediate needs, and with communities, to build local capacity and promote economic development, especially with the eruption of violence in December 2013. Mercy Corps South Sudan's priority areas are food security and livelihoods (focusing on cash assistance, market-based solutions in agriculture and economic development), WASH and Education. Mercy Corps has been implementing project which combine agricultural, economic development, WASH, Education and other humanitarian interventions to tackle the convulsive crises affecting vulnerable communities. Mercy Corps has worked to build relationships with local government and other actors, which has enhanced our understanding of local contexts and the multiple stakeholders involved.

Vacancy announcement: National Liaison Officer

Reports to: Regional Safety Adviser

Duty Station: Juba

Start Date: ASAP

Deadline of Application: 28th September 2022.

GENERAL POSITION SUMMARY:

The National Liaison Officer will be responsible for ensuring that appropriate measures and guidelines are in place towards the safety and security of Mercy Corps staff, assets and program in South Sudan. This will involve the conduct of risk assessments, ensuring compliance to safety and security policy and procedures, sharing of up-to-date safety and security information based on context, reporting on and management of incidents, offering in-house training as well as recommending suitable trainings to staff, capacity building of field Security Focal Points and represent Mercy Corps in security related meetings hosted by the NGO Forum, INSO or other credible forums. The holder of this position will be based in Juba (45%) and with roving status (55%) to field locations where Mercy Corps has operational presence.

ESSENTIAL JOB FUNCTIONS:

- Serve as the focal point for collection, analysis and timely dissemination of relevant and up-to-date safety and security information. This will include contributing and participation in the regular reporting process.
- Maintain oversight of operational safety and security issues through coordination with SFPs at each office location.

- Reporting on and management of safety and security incidents in conjunction with the Regional Security Advisor. In the case of critical incidents, the Country Director should be involved in their management.
- Participate in the updating of the Security Management Plans and security briefing notes for each office location on an annual basis or after the occurrence of a significant incident(s);
- As a member of the Security Management Team participate in the execution of medical evacuation, hibernation, relocation, and evacuation procedures for staff members in line with the applicable policies and SOPs. These policies and SOPs should be kept relevant to the existing context.
- Daily monitoring of the security situation and prefer practical and adequate action to enable program implementation process. This will include liaison with the SFPs in management of safety and security of staff, operations and organization assets in South Sudan.
- Supervise the deployed security guards at Juba office and liaise with field office SFPs in ensuring adequate access and physical security measures are in place and being implemented.
- Visit Mercy Corps field locations and conduct routine physical assessment of the office bases, assess performance of and compliance to safety and security procedures and recommend and follow up on implementation of recommended measures.
- In collaboration with the Regional Security Advisor and Program Managers identify and facilitate staff training on broader areas of safety and security – personal safety, basic first aid, fire safety, communication, field movement planning and defensive driving.
- Liaison with relevant government departments on issues that relate to safety and security and sharing of information with staff and management as deemed appropriate.
- Support in the provision of security briefing to new staff, Mercy Corps visitors and Juba based staff travelling to the field.
- Raise Purchase Requests for replenishment / service of safety and security supplies – 1st aid kits, trauma kits, fire extinguishers, hibernation kits and applicable hygiene supplies.
- Ensure functional safety equipment are in place for each vehicle and location - first aid kit and fire safety equipment.
- Testing, issuing, and training on communication equipment.
- Build up a network of useful contacts on security related information and support.
- Adhere to all safety and communication protocols as advised by Mercy Corps and supervisor.

KNOWLEDGE AND EXPERIENCE:

- College level Education qualification with a minimum of 3 years' practical field experience in a similar role
- Ability to assess and manage security situations proactively and within the existing organization policy and procedures
- Computer literacy particularly in word, excel and power point
- Resourcefulness and creativity in developing the role safety and security within the program and ensuring most effective support to line management
- Good planning, coordination, and reporting skills with the ability to organize work and achieve desired outcomes
- Good communication skills with proficiency in English (speak, read and write) and Arabic (speak);
- Good knowledge and understanding of South Sudan context.



- Willingness to work and travel in often challenging and at times insecure environments.
- Ability to work in a team setting that has diverse cultures
- Commitment to Mercy Corps policies and values

SUCCESS FACTORS:

1. Safety conscious
2. Time conscious
3. Good listener and communicator
4. Compliance with procedures that go with the role
5. Good standard of personal etiquette
6. Problem solving skills
7. Accomplishment of assigned tasks
8. Exercises pro-activeness

Apply to: Mercy Corps Juba Office

All applications will include CV, and all relevant copies of official documents, should be submitted in person.

Or by email: ss-apply@mercycorps.org

