



Médicos del Mundo

Position needed:

Security Officer

Location: Bor, Jonglei State, South Sudan

MISSION

The Security Officer is expected to carry out the security management support, participate and represent MdM in the security information networks and the NGO Forum, to support the General Coordinator and the Logistics Coordinator in the overall security management through the information collection and analysis, carry out context analyses and incidents analyses.

GEOGRAPHICAL SCOPE OF INTERVENTION

Based in Bor South county with regular visits to project locations in Twic East and Duk counties.

ORGANIZATION CHART

Direct supervisor: Logistics Coordinator

The security manager will work closely with the Field coordinator, Project Managers and Logistics Officers.

RESPONSIBILITIES

- Maintain and ensure the existence of a functioning and updated security management documentations included in the Security Plan, including:
 - Context analysis (internal & external), including incident maps, stakeholder analysis, review of existing security management arrangements, risk analysis.
 - Scenario planning, including recommendations on appropriate interventions (programme objectives, scope, outputs, based on judgements about access and security risk), capacity needs for scenarios (training, resources, infrastructure) and evacuation.
- Monitor the security situation in MdM programme areas in South Sudan, in liaison with key internal and external sources; conduct/monitor daily security checks and provide analysis as necessary; make recommendations for appropriate action by coordination team.
- Update and maintain appropriate and user-friendly security management procedures and guidelines from the Security Plan, reviewing and revising as necessary while supporting the GenCo and other Security Focal points in following up on their progress.
- Develop a process for security and safety improvements and requirements and track timeframes for implementation, in line with available donor funds, and in coordination with the Logistic Coordinator and GenCo.
- Provide timely and practical security information to GenCo and Logistic Coordinator in general which includes analysis and identifying of key security aspects, implications on access (present and future) and possible impacts on organizational programming and reputation.
- Undertake site/area assessments as well as security risk assessments and facilitate the implementation of corresponding mitigation measures.
- Support coordinators to implement agreed security procedures, ensuring that all staff are familiar with and adhere to the policy and procedures of MDM and are informed of changes in security levels or procedures.
- Review and make recommendations on procedures related to international and national staff movement in-country.
- Support the GENCO and Logistic Coordinator to monitor the implementation of the Security Standard Operating Procedures (SOPs), crisis plans, evacuation procedures, and security briefings, helping in their updating as instructed by the GenCo.





- Draft monthly security reports with contextual evidence of changes in patterns and trends that may affect operations and disseminate to relevant people.
- Give effective and accurate security briefings for existing staff, all new staff and visitors.
- Ensure all process and procedures related to administration, communication and transport are in place to facilitate good security management.
- Develop and facilitate good relations with key stakeholders such as INSO, and NGO Forum among others.
- Liaise with relevant security authorities in ensuring MDM fulfils security-related regulations such as obtaining necessary clearance letters.
- Analyse physical structures within base locations in relation to security procedures and implement, with the assistance of relevant staff, amendments to structures and procedures.
- Conduct quarterly site security assessments to ensure compliance of security standards.
- Manage guard force if engaged internally or externally.
- Any additional security-related duties as determined by the LogCo and GenCo.

Security Training

- Based on an assessment of training needs, to develop, support, facilitate and/or deliver security and safety training to all staff members.
- On top of pre-existing training, deliver Safety and Security related training to expat and national staff.

Compliance

- Update operational safety tools (e.g. standard operating procedures, site security plans, contingency plans) in accordance with MDM regional and global Management System and monitor staff compliance and report breach or trespass to HQ Security Focal Point and GenCo.
- Ensure program complies with Global Security Policies, Procedures and Security Standards and raises concerns to LogCo and GenCo.

General

- Respond where required to internal security incidents and implement respective response needs.
- Act as a key member of the Incident Management Team.

REQUIRED QUALIFICATIONS

- At least 2 years of experience in a similar position, preferably with an INGO.
- Experience and knowledge of the context in Bor South, Duk and Twic East and ability to analyse the changing security environment.
- Understanding of investigation processes.

REQUIREMENTS

Language requirements: High level of spoken and written English. Arabic and Dinka are desirable.
Computer requirements: Office pack user level. Good command of Excel is mandatory.

EXPERIENCE





- Practical security planning and implementation experience gained in the context of relief operations in insecure areas
- Experience in identifying key risk and threats and the ability to transmit in a timely and accurate manner
- Experience of working in conflict-affected areas and of associated risks to personal and organisational security
- Experience of working with teams of people with varying experience of security planning and management including staff with little or no security understanding
- Experience and ability to work effectively with multi-disciplinary and multi-cultural teams
- Understanding/experience of NGO security management
- Ability to build a positive security and safety culture within the program

COMPETENCE PROFILE

- Excellent communication and interpersonal skills, together with the capacity to remain calm under pressure and not lose sight of strategic priorities.
- High level of maturity and flexibility.
- English language skills and ability to write precise and detailed reports.
- Ability to interact effectively with a wide range of stakeholder in a professional manner.
- Proven ability to influence and negotiate with internal and external audiences including in complex and stressful circumstances.
- Ability to advise and support field staff in a consultative and positive manner.
- Sensitivity to cultural differences and the ability to work with a wide variety of staff with different cultural background.
- Professional security qualification.
- Proven continuing professional development within chosen skill set.
- Health and Safety qualification.

AVAILABILITY

Incorporation date: immediately.

Availability for 3 months (extension possible).

Please note:

Médicos del Mundo promotes equal opportunities for all people. We establish positive action measures for those who, due to functional diversity or social and / or cultural exclusion, belong to under-represented groups in the positions offered.

As a result, no candidate with a valid profile will be rejected because of a functional diversity or for being culturally or socially excluded for reasons of birth, ethnicity, race, sex, gender or any other personal, social or cultural condition.

Recruitment processes are open to all qualified candidates and MdM does not charge fees to applicants at any stage.





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HOW TO APPLY

All qualified candidates are invited to send their application consisting of **CV and motivation letter** before **15 March** to hr.ss@medicosdelmundo.org.

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Approved by Labor Office
Bar, Jonglei State

