

SDH3
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**NORWEGIAN REFUGEE COUNCIL SOUTH SUDAN
VACANCY ANNOUNCEMENT**

POSITION	Advocacy & Communication Coordinator
Number of Position	One (1)
Reports to	Protection & ICLA Manager
Supervision of	N/A
Duty Station	Juba
Travel	70% To Project field location
Project Number	BHA SSFM 2124
Duration	10 Months with possibility of extension

The Norwegian Refugee Council (NRC) is an independent humanitarian organisation. Our task is to improve international protection of refugees and internally displaced persons, and to offer humanitarian assistance regardless of race, nationality or political views. Our efforts are founded on the principle that all human beings are entitled to a life in peace, liberty, safety and equality, as this is expressed in the Universal Declaration of Human Rights. NRC has been working in South Sudan since 2004. Our core activities include Education, Shelter & WASH, Food Security & Livelihoods (FSL), and Information, Counselling & Legal Assistance (ICLA).

All NRC Employee are expected to work in accordance with the organization's values. To be **dedicated, innovative, inclusive** and **accountable** are attitude and believe that shall guide our actions and relationships.

Role Summary:

Under the direct supervision of the Protection/ICLA Project Manager and the technical support and guidance of the Head of Program; Grants Managers; ICLA Specialist and Protection Specialist, the Roving Communications and Relations Coordinator (RCRC) will lead and support the development and implementation of communications activities of WASH and Protection Clusters as well as general NRC programming in the country. These will be done according to advocacy priorities and delivered in close coordination with NRC regional and international offices. The RCRC will be responsible for developing high quality communications products for traditional media, social media, and programs communications and for a wide and diverse range of audiences. She/he will be proficient and comfortable with collecting and developing visual material for communication purposes as well as producing quality written materials for public dissemination. The successful candidate will be expected to frequently travel to NRC field locations. She/he will be comfortable liaising with national and international media and organising press events.

Generic Responsibilities:

1. Adherence to NRC policies, guidance and procedures
2. Provide regular progress reports to PM
3. Promote and share ideas for improvement and necessary changes in the activities
4. Ensure capacity building of project staff and transfer key skills
5. Liaise and collaborate with relevant local authorities and other key stakeholders
6. Promote the rights of IDPs/returnees in line with the advocacy strategy



Specific Responsibilities:

- Lead the development and implementation of NRC South Sudan's Communications Strategy, based on the Country Advocacy Strategy, and in line with NRC's Global Communications Strategy.
- Work collaboratively with colleagues in South Sudan and other NRC offices to develop and monitor a communications action plan that reflects use of a variety of different communications vehicles (photos, case studies, online platforms, infographics, videos etc).
- Develop and produce communications materials in compliance with NRC and donor guidelines, including brochures, publications, briefing materials and articles, and manage their dissemination.
- Undertake regular travel to NRC field locations to gather content relating to NRC programs, and support program staff with communications-related activities.
- Support programs teams with the development of visibility materials, ensuring these are developed in compliance with NRC and donor guidelines.
- Craft creative products that portray the humanitarian situation and needs in a manner that is dignified and focuses on the capacity of people in South Sudan in line with NRC guidelines.
- Work closely with media and communications colleagues at the regional and global levels to develop, coordinate and polish communications materials.
- Liaise with NRC's grants and programs teams to ensure NRC is meeting its commitments to donors and communicating appropriately with communities.
- Participate in coordination mechanisms and forums as appropriate.
- Liaise professionally and efficiently with national and international journalists.
- Oversee, and where necessary, set up NRC South Sudan's social media outputs.
- Develop communications-related tools, templates or SOPs as required.
- Undertake workshops and trainings to improve communications capacities more broadly within the organization.
- Any other communications-related task as required or directed.

Critical interfaces

By interfaces, NRC means processes and projects that are interlinked with other departments/units or persons. Relevant interfaces for this position are:

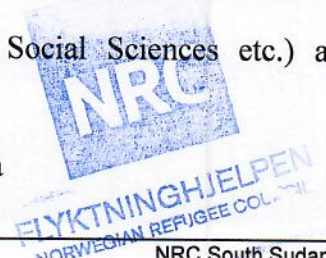
- Strategy and planning: Regional Advocacy team; Regional Communications team; CC Specialists; Conflict Analysts
- Content development: Area Managers; Field Coordinators, Project staff, Grants team
- Capacity Building: Field (Project) Teams
- Incorporating communications work into broader advocacy strategy: Conflict Analyst
- Safety and movement: Security and Logistics teams

1. Competencies

Competencies are important in order for the employee and the organisation to deliver desired results. They are relevant for all staff and are divided into the following two categories:

Professional competencies

- At least five years of experience working in media, communications, press relations or advocacy preferably in a humanitarian context.
- Relevant university degree (Communications, Journalism, Marketing, Social Sciences etc.) and demonstrated skills using Photoshop and other relevant programs.
- Thorough knowledge and experience managing social media accounts
- Thorough knowledge and experience drafting material for traditional media



- Experience in writing communications, advocacy, and/or campaign strategic plans.
- Experience in working on displacement issues in a communications and advocacy capacity.
- Experience in storytelling across different media and platforms.
- Thorough knowledge and experience with photography and videography, including video editing
- Demonstrated ability to work cooperatively with diverse groups through training, mentoring and other formal and non-formal methods
- Analytic and computer skills, including MS Office (Word, Excel, Outlook, PowerPoint, Access)
- High level English language proficiency (speaking, reading, writing)

Context related skills, knowledge and experience (shall be adapted to the specific position):

- Excellent communication and interpersonal skills
- Strong work ethic and focus on results
- Strong organisational and team working skills
- Good ability to work independently
- Sensitivity and high levels of self-awareness
- Highly approachable, trustworthy and confidential
- Good English language skills
- Knowledge of the NGO operations and the dynamics of the humanitarian sector is a plus
- Proven presentation, training and facilitation skills



Note: The Roving Communications and Relations Coordinator position is open only to South Sudanese Nationals. All applicants must have a valid South Sudanese Nationality Certificate or Passport.

DUTY STATION AND LIVING CONDITIONS

The RCRC position will be based in Juba and will require the staff to make frequent travels to project locations in South Sudan. The employee will be responsible for finding his or her own accommodation at the duty station however, NRC will provide basic accommodation during field travels.

Performance Management

The employee will be accountable for and evaluated on the responsibilities and the competencies, based on NRC's Performance Management System. The following documents will be used for performance reviews:

- The Job Description.
- The individual Work- and Professional Development Plan.
- The Competency Framework.

How to apply:

- The applicant must provide a detailed CV as well as an application letter with an explanation as to why he/she would like to work for NRC, and why you believe you are the best candidate for this position. Contact details including phone numbers and address plus three references (one of these should be your current or most recent employer) are essential.
- All applicants must have a valid South Sudanese Nationality Certificate and Passport.
- Please do not submit original certificates. Submitted application documents will **NOT be returned**.
- Applications must be submitted no later than **23rd February 2022** by Hardcopy in an enclosed envelope clearly marked **Advocacy & Communication Coordinator - Juba** to NRC Head Office Located in Juba Na Bari Area along American Residence Road and NRC field offices

Only short-listed candidates will be contacted, by e-mail or by phone.
FEMALE CANDIDATES WITH REQUIRED QUALIFICATION AND EXPERIENCE ARE
HIGHLY ENCOURAGED TO APPLY

