

**JOB ADVERTISEMENT**



**Position Title:** Housing, Land and Property (HLP) Officer - Position (1)

**NUMBER:** CINA/HR4/2001/SC. G5. A

<b>Location:</b>	Magwi, South Sudan
<b>Application Deadline:</b>	27-05-2020
<b>Type of Contract:</b>	Service Contract
<b>Post Level:</b>	SC-G.4. A
<b>Reporting to:</b>	Protection Team Leader
<b>Start Date:</b>	Immediately
<b>Duration of Contract:</b>	12 months (initial 3 months' probation)

**Background**

Community in Need Aid (CINA) is a national NGO working in South Sudan, based in Juba and mandated to save lives, protect dignity and develop resilience of children and families from effects of conflicts and disasters. CINA has been working in Jonglei, Central, Eastern and Western Equatoria, Equatoria and Lakes States since 2011 to date. To effectively achieve its programme objectives, CINA is therefore seeking to recruit highly competent, proactive and self-driven person to fill the position of Housing, Land and Property Officer (HLP Officer) to be based in Magwi County, Eastern Equatoria State but also mainstreaming HLP into CINA documents in other operational areas.

**JOB PURPOSE**

HLP issues remain relevant during all stages of displacement and if not adequately addressed including COVID-19 concerns, the potential for land conflicts will be high during return and reintegration. Addressing HLP will provide an opportunity to ensure that the rights of displaced populations and host communities are respected and protected.

- The Housing, Land and Property Officer will oversee HLP concerns in relation to CINA project document. The HLP Officer is thus responsible for providing legal advice and assistance to the beneficiaries and as well as to CINA's Lead Agency and protection teams. The HLP Officer will ensure adherence to CINA'S policies and guidelines and

will be responsible for ensuring that HLP activities are conducted in compliance with South Sudan housing, land and property law.

- S/he will seek to facilitate a more inclusive and effective HLP response while abiding to Humanitarian Principles and 'Do No Harm' approach. The HLP Officer will give particular attention to increasing Housing, land and property tenure for all the IDPs, returnees and host communities with a view to protect them against human rights violations, such as forced evictions; and contribute towards durable solutions, sustainable housing, increased land tenure security and property rights.

## **KEY RESPONSIBILITIES**

- Provide legal assistance i.e. facilitate negotiation to the HLP rehabilitation beneficiaries, where disputes arise between them and building owners or local authorities. Provide legal assistance, guidance and counselling to the beneficiaries to realize their housing, land and property rights.
- Establish and manage HLP information Assistance Desk (IAD) for reporting, identifying and responding to HLP cases in the community.
- Provide HLP training to members of IAD and community-based protection network (CB PNs) on identification and reporting of HLP issues.
- Review and outline legal and policy frameworks governing HLP rights of displaced persons, returnees and host communities from a domestic humanitarian perspective. Compile up-to-date information on relevant HLP laws, customary procedures, and practices in the project locations and South Sudan context
- Outline the normative framework of international, regional and national policy on HLP rights as applicable to South Sudan.
- Identify and document specific challenges facing IDPs, returnees and host communities in exercising their HLP rights. This includes mainstreaming gender, age, diversity issues on how they relate to HLP violations.
- Using appropriate Protection Cluster (HLP TWG) guidance tools, map HLP issues in areas of return providing an overview of the nature of protection issues, the effects, who is affected and the current response taking into account IDPs, returnees, and host communities. Conduct field visits to capture the views of beneficiaries including women, persons with specific needs and other key stakeholders (statutory, customary and religious authorities.).
- Document success stories, best practices and provide recommendations to effectively protect HLP rights of IDPs, returnees and host communities as well as to address Multi sector programmatic gaps in order for CINA and its Lead Agency to address HLP issues affecting the beneficiaries.
- Ensure HLP stakeholders i.e. Land owners, building owners, displaced tenants, returnees, host communities and/or local authorities understand and agree to enter into and abide by tenure agreements, and ensure that all documentation in relation to these agreements is available before implementation.
- Advocate for recognition of the HLP rights of displaced persons particularly security of tenure – when engaging with land owners, local authorities, Protection Cluster (HLP WG), Lead partner and other humanitarian partners.



- Report on any problems encountered in the field such as beneficiary complaints, local authority concerns, COVID-19 issues and security threats to CINA staff related to HLP programming activities.
- Produce reports, including data audit sheets, narrative and dashboard reflecting HLP programming in project locations number of beneficiaries and any other information relevant related to COVID-19 to the Programme.
- Attend and represent CINA in the HLP technical working group meetings and advocating for more HLP resources.
- Conduct post-rehabilitation occupancy monitoring to ensure ongoing security of tenure for HLP beneficiaries.
- Work with M&E Unit to undertake regular monitoring & evaluation of HLP activities, and contribute to monthly progress reports on activities, highlighting any technical or operational achievements, challenges and recommendations.
- Monitor and evaluate effectiveness of project activities and make recommendations for improvements.
- Carry out any other duties as assigned by your supervisor.

#### **Organizational Learning:**

- As part of our commitment to organizational learning and in support of our understanding that learning organizations are more effective, efficient and relevant to the communities they serve, we expect all CINA team members to commit 5% of their time to learning activities that benefit CINA as well as themselves.

#### **Security and Safety:**

- Ensure compliance with security and public health emergency procedures and policies as determined by country leadership, including the COVID-19 prevention measures.
- Proactively ensure that team members operate in a secure environment and are aware of policies.
- Work closely with CINA Operations and Safety focal point to develop and maintain systems that ensure the safety and security of the team in all aspects of its implementation process taking into account COVID-19 Guidelines.

#### **Finance & Compliance Management:**

- Ensure compliance with donor and CINA regulations related to emergency programming.
- Ensure compliance with all CINA Finance regulation in carrying out activities.

#### **Influence & Representation:**

- Manage collaborative partnerships with Lead partner teams, CINA protection team, Protection Cluster (HLP WG) donors, local governments and other stakeholders.
- Communicate effectively to ensure overall project targets and donor obligations are met at every stage of the project cycle management.

## **Accountability to Affected Populations**

- CINA team members are expected to support all efforts toward accountability, specifically to our beneficiaries engaging them to meaningfully take part in the design, monitoring and evaluation of CINA projects.
- In particular the staff must read and adhere to CINA's Code of Conduct, PSEA policy and Child Protection Policy which are set rules and procedures to ensure safety of beneficiaries and community from any eventual abuse and exploitation by humanitarian workers.
- Supervisory Responsibility: None
- Reporting Line(s):
  - **Functional:** Team Leader
  - **Technical:** Protection Manager

## **Knowledge and Experience**

- A Bachelor degree in law preferred; or a degree in Social Science, Political Science or related field. Knowledge of land laws in a humanitarian setting would be an additional advantage.
- Minimum of 2 years of relevant experience working in providing legal assistance and supporting HLP rights in humanitarian response or development contexts in South Sudan.
- Familiarity with HLP laws, Procedures and Practices in South Sudan.
- Ability to work under pressure, independently and show initiative, with limited supervision.
- Strong interpersonal and communication skills; ability to develop good relationships with a range of diverse local stakeholders, private sector actors, the Government and Humanitarian partners.
- Experience representing the organization and its interests to a diverse range of audience. .
- Experience working in a humanitarian agency, in complex and volatile contexts.
- Experience in legal research including international and national legal concepts and collating legal data.
- Excellent oral, written and computer skills.
- Fluency in English, Arabic and/or any other South Sudanese local languages essential.

## **Success Factors**

- The ability to interact effectively with international and national personnel is required. A demonstrated ability to multi-task, meet deadlines and process information in support of changing program activities is necessary. A strong commitment to teamwork and accountability, thrives in evolving and changing environments and has effective written and verbal communication.

- Able to represent CINA at all times. Team members are expected to conduct themselves in a professional manner and respect labour laws, CINA policies, procedures, and values.

**How to Apply:**

Please address your application and CV with accompanying documents of credentials to the Finance & Administration Manager at CINA South Sudan Head Office in Juba, Atlabara 21<sup>st</sup> Street, 24<sup>th</sup> Avenue or electronically to [anyanzo@cina-southsudan.org](mailto:anyanzo@cina-southsudan.org) with cc to [lual@cina-southsudan.org](mailto:lual@cina-southsudan.org) by **27<sup>th</sup> May 2020 latest 5:00 PM. Female candidates are strongly encouraged to apply. This position is for nationals only.**

**Important Notice:** CINA is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Successful applicants will be subjected to enhanced past crime record checks, qualifications and experience checks and satisfactory references and will have to sign CINA's Child Protection Policy and code of conduct as they take their job offers.

**DUE TO URGENCY OF RECRUITING THE POSITION, SELECTIONS MAY START BEFORE THE DEADLINE!**

