





INTERNATIONAL NGO SAFETY ORGANISATION
Analysis & Advice for Humanitarians

Safety Advisor Mobile

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Approved

10/03/2025
10 MAR 2025


Job Title:	Safety Advisor Mobile
Location:	Juba, South Sudan
Department:	Programmes
Reports to:	Country Director
Hours per week:	Full time
Contract duration:	6-months - depending upon funding
Eligibility:	South Sudanese nationals

Organisation Background

Founded in 2011, the International NGO Safety Organisation (INSO) is an international non-governmental organisation that supports humanitarian aid workers by establishing safety coordination platforms in insecure contexts. INSO provides registered NGOs with a range of free services, including real-time incident tracking, analytical reports, safety-related data and mapping, crisis management support, staff orientations and training.

INSO provides daily support to more than 1000 NGOs operating in the world’s most insecure countries. INSO is headquartered in The Hague, Netherlands- the international city of peace and justice.

Overall, Purpose of Role:

As, Safety Advisor- Mobile, you will serve as INSO’s primary representative supporting a dynamic humanitarian community. Safety Advisors work in and manage close-knit and professional teams in providing high quality services to our NGO. You will need strong interpersonal and communication skills, networking, report writing, and presentation skills.

The Safety Advisor - Mobile is also responsible for supporting country management and regional teams in building and maintaining relationships with government authorities, as well as jointly monitoring and understanding political dynamics within the government. The selected candidate will assist country management with liaising with authorities and obtaining the necessary permissions for INSO to operate at both the country and regional levels. The role will also involve field travel to establish relationships with local authorities in areas where INSO operates.

Main Duties and Responsibilities:

Service delivery

- Establish and maintain an active information network, which includes NGOs, the UN, and other key actors to obtain credible and relevant safety information.
- Provide NGOs with timely and credible information related to the safety of humanitarian organizations and in-depth, nuanced contextual analysis.
- Assist NGOs in developing their own security management capacities.
- Facilitate and lead regular NGO community roundtables, presenting trends and facilitating discussions.
- Effectively represents, promotes and protects INSO's mandate of independence, impartiality and neutrality.

Liaison with authorities

- Identify and build contacts within government structures to help resolve legal and administrative challenges related to registration, operational permissions, and similar issues. Collaborate with country management and relevant departments (operations, HR, training, etc.).
- Develop and maintain a network of contacts within the South Sudanese government, engaging with both civilian and security authorities to support crisis response readiness and assist with information collection and verification.
- Conduct regular field visits to support regional teams in strengthening relationships and resolving issues as needed.
- Monitor political developments through established contacts and inform country management of relevant changes impacting INSO, NGOs, or the operating environment—such as government appointments, institutional dynamics, or attitudes toward conflict and NGO presence.

Person Specification

Knowledge, Skills and Experience

Essential:

- 3 years or more prior experience in NGO security management
- Fluency in English both oral and written.
- Previous experience and/or understanding of INSO policies, guidelines, and procedures
- Existing close connections with relevant people in the government, including ministries of defense, interior, justice, etc., irrespective of the level.
- Ability to make additional connections based on personal connections/characteristics rather than social status or the connections of his/her relatives.
- Outstanding writing and analytical skills.
- Experience in the humanitarian sector.



- Understanding and commitment to the humanitarian principles of independence, impartiality, and neutrality.
- Local language skills relevant to the context.

Nice to Have:

- Experience in Access, Security, or Safety management.
- Relevant degree or certification.
- Experience with NGO security and/or project management.
- Existing information networks.
- Demonstrable understanding of humanitarian safety and access practices & principles and their application.

Key Personal Competencies

- Dynamic, flexible and pro-active in analysis and engagement with stakeholders.
- Analytical mind and credible & mature demeanor.
- Confidentiality, integrity, and a sense of conflict-of-interest prevention.
- Self-motivation, courtesy, and humility.
- Team spirit and good management of interpersonal relationships.
- Know how to plan and organize your work.
- Be able to work under pressure.
- Effective communicator.



INSO's Safeguarding Policy

INSO is fully committed to safe recruitment, selection and vetting of all potential new staff, trustees and volunteers and we will ensure rigorous compliance with our Code of Conduct and Safeguarding policy throughout the recruitment process.

Terms & Conditions

6-months - depending upon funding, full-time contract based in Juba, South Sudan. Eligibility for this position is limited to South Sudanese nationals.

How to apply

Please submit applications to jobs@ssd.ngosafety.org and reference 'Safety Advisor' in the subject line. You should submit your CV and cover letter ONLY on the email provided above by **27 March 2025**, no later than **17:00 hours** Central Africa Time (CAT). Your application should be in English and includes the following:

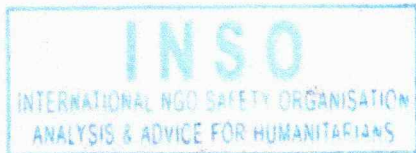
- An updated CV (max 3 pages)
- A one-page cover letter detailing why you are interested in working for INSO and how your qualifications align specifically with the competencies required for the role.

Please do not send any additional information. Only short-listed candidates will be contacted.

INTERNATIONAL NGO SAFETY ORGANISATION (INSO) DOES NOT CHARGE FEES AT ANY STAGE IN THE RECRUITMENT PROCESS (e.g. APPLICATION, INTERVIEW, ORIENTATION OR TRAINING). INSO NEVER ASK INFORMATION ABOUT APPLICANT'S BANK ACCOUNTS DETAILS.

INSO

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A blue ink handwritten signature, appearing to be 'Philippe Durand', written over a horizontal line.

Digitally signed
by Philippe
Durand
Date: 2025.03.10
12:10:36 +03'00'

