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Approved by
MOI 10/5/2022
[Signature]



Who we are:

The Danish Refugee Council (DRC) is a private, independent, humanitarian organization founded in 1956 and currently working on all aspects of the refugee cause in more than twenty-five countries throughout the world. The aim of DRC is to protect refugees and internally displaced persons (IDPs) against persecution and to promote durable solutions to the problems of forced migration, on the basis of humanitarian principles and human rights. DRC works in accordance with the UN Conventions on Refugees and the Code of Conduct for the ICRC and NGOs in Disaster Relief.

The protection and assistance to conflict affected population is provided within a long-term, regional and rights-based approach in order to constitute a coherent and effective response to the challenges posed by today's conflicts. Assistance consists of relief and other humanitarian aid, rehabilitation, support to return and repatriation as well as promotion of long-term solutions to displacement and its causes. In addition, support and capacity building of local and national authorities and NGOs form an integral part of DRC's work.

Country and Project Background:

The Danish Refugee Council (DRC) has been working in Sudan since 2004 and was subsequently present in South Sudan when it gained independence in 2011. DRC South Sudan programme's current focus is on supporting forcibly displaced and conflict-affected people, including refugees, internally displaced persons (IDPs) and returnees to access their rights in a safe and secure environment. Currently DRC is operational in greater Equatoria, Unity and Upper Nile, Jongle and Western Bahr El Ghazal States, working in the sectors of Camp Coordination and Camp Management, Protection, Shelter/NFI, Food Security and Livelihoods, Demining and peacebuilding.

DRC Seeks to Recruit:

Position Title	CCCM Officers X3
Report to	Emergency Manager/ CCCM Team leader
Duty Station	Juba
Contract Type	Fixed Term Contract
Length of Contract	Six Months.
Employment Start Date	As soon as possible.
Salary	According to DRC Salary policy – non-negotiable
Eligibility	South Sudanese National Only.
Advertisement Closing Deadline	27th May, 2022.

Overall purpose of the role:

In response to the urgent humanitarian crisis in South Sudan, DRC is scaling up its existing emergency response capacity through the continued expansion of Mobile Response Teams for multisectoral emergency assistance. This role is to support the implementation of semi static and roving/mobile CCCM activities across South Sudan. The CCCM Officer will throughout his/her work ensure confidentiality and strictly adhere to the DRC Code of Conduct.

Responsibilities:

Camp Coordination and infrastructure

- Take lead in conducting multisectoral assessments and site profiles using tools such as focus group discussions, key informant interviews, safety audits and community mapping to identify the CCCM needs as well as capacities and resources available for support within the community.
- Ensure services deliveries are well coordinated among the partners to avoid duplication.
- Participate and conduct coordination meetings as require, particularly pertaining to the camp management Activities, if and when relevant
- Conduct regular sites monitoring and assessments on the general condition of the camp and camp infrastructure (roads, community building, bridges, fencing etc);
- Submit reports (both verbal and written) to the CCCM Manager/Emergency Team Leader on findings and recommendations related to camp infrastructure and camp conditions;
- Supervise all camp management infrastructure projects including hiring and supervising casual Labour, preparing necessary tools and equipment and submitting order requests for materials to the CCCM Manager/Emergency Team Leader.
- Participate in the set-up and regular monitoring of the camp/sites market areas (management of the market committees, verification of the documentation of shop owners etc.)

Information management

- Assist in the collection and analysis of data relevant to the population and their protection safety concerns either from IDPs (traditional leaders, committees etc.), NGOs and / or local authorities;
- Participate in assessment / baselines conducted by either DRC or other Sectors in the camp or camp like settings;

Vulnerability

- Identification of cases of vulnerability within the camp through outreach work and community leaders with timely reporting to the CCCM Manager/Emergency Team Leader;
- Coordinate assistance on vulnerability at camp management events (food distribution, NFI distribution, registration, etc) upon request from the CCCM Manager/Emergency Team Leader;

Camp management structures (committees etc.)

- Support in the re-structuring of the community leadership or sectoral committee in the camp or camp like settings, ensure that its inclusive leadership.
- Liaise and build partnerships with community leaders, chiefs, and other relevant actors to encourage participation in, support for, and a better understanding of the program activities
- Conduct meetings at site level with existing structures (leaders, Partners and Local Authorities.
- Take minutes of meetings at site level upon request from the Camp Manager/Officer;
- Participates in the mobilization of the committee members when necessary;
- Conduct training to the existing leadership structures and the sectoral committees.
- In coordination with the Protection department, participate in the information/sensitization of the camp population through the mobilization of camp leadership;



Camp management tools

- Support in developing camp management tools.
- Participate in the daily running of the Camp Complaint mechanism, sites profiling, services mapping for all the partners.
- Oversee cash for work activities and the implementation of site maintenance activities.

Others

- Ensure adherence to COVID-19 prevention measures during activity implementation.
- Prepare all necessary documentation for each activity (including weekly vehicle movement plans, order requests, payment requests, etc.) and for the reconciliation of the money spent during each activity
- Help prepare Terms of reference and safety plans for mission planning.
- Work with the Emergency Team Leaders, Managers and fellow officers to create weekly work plans to schedule the team's program activities, particularly focusing on the CCCM related activities (Meetings, Services Mapping, Trainings of existing structures, etc.).
- Participate in daily planning, daily debriefing sessions, and report write-ups.
- Perform any other duties as requested by the Manager or supervisor.

Experience and technical competencies: (include years of experience)

- Higher Diploma or Degree in Social Sciences, Law, or related field (if no diploma or degree, four years of related work experience is required)
- At least 3 years community-based experience involving CCCM, community engagement and/or Protection.
- Demonstrates strong knowledge of CCCM principles and standards in humanitarian emergencies.
- Experience conducting assessments in South Sudan.
- Experience carrying out and supervising CCCM related training at different scales with different partners
- Knowledge of Protection programming is an asset.
- Knowledge of Microsoft Word, Excel and Outlook application software
- Fluency in English, knowledge with the local language of the target location is an added advantage.
- Commitment to human rights.
- Strong English writing and organizational skills.
- Female candidates are strongly encouraged to apply.



<p>Desirable qualifications : (include certificats, licences etc.)</p> <ul style="list-style-type: none"> • Excellent interpersonal skills and works well with people of different cultures, gender and, backgrounds • Works collaboratively with team members to achieve results • Remains productive when under pressure with the ability to prioritize effectively, and respects and adheres to deadlines • Able to work in a variety of environments and is prepared to conduct field missions for several weeks at a time, often overnight, to remote locations with few amenities • Strong relationship building / interpersonal skill; • Positive attitude; • Energetic and interested 	<p><i>Find the definition of DRC's Core competencies here</i></p> <p><u>All DRC staff should master the 5 core competencies:</u></p> <ul style="list-style-type: none"> • Striving for excellence: you focus on reaching results while ensuring an efficient process • Collaborating: you involve relevant parties and encourage feedback. • Taking the lead: you take ownership and initiative while aiming for innovation. • Communicating: You listen and speak effectively and honestly. • Demonstrating integrity: you act in line with our vision and values
<p>Languages: (indicate fluency level)</p> <ul style="list-style-type: none"> • English • Fluency in at least one or more local languages including but not limited to Dinka, Nuer, Azande, Balanda etc. 	
<p>Key stakeholders: (internal and external)</p> <ul style="list-style-type: none"> • DRC Protection Team and mobile teams, CCCM actors, SSRRC, community stakeholders, particularly Leadership, NNGOs, NGOs, UN Agencies and other actors 	

How to apply

Please send a covering letter outlining how your skills and experience meets the Person Specification along with your CV to Human Resources Department through ssd-jobs@drc.ngo. OR Submit your hard copy application to the Human Resource Department to the attention of HR Officer DRC Office or to any DRC field offices.

Title of the position/vacancy number MUST be clearly mark in the application and on envelop.

Further information

Please note, as this position is urgent, applicants may be shortlisted and interviewed prior to the closing date.

We appreciate your application however; only short-listed candidates will be contacted for interview. If you have not been contacted within two weeks of the closing date we regret that your application has been unsuccessful. Please continue, however, to periodically review our website, South Sudan NGO Forum website <http://comms.southsudannngoforum.org/> for other suitable opportunities.

