

Date: 28th May 2024

RE: JOB ADVERTISEMENT -SECURITY OFFICER (1)



Position: Security Officer

Base Location: Juba office with frequent field visits.

Reporting To: Country Director

Line Management Responsibilities: None

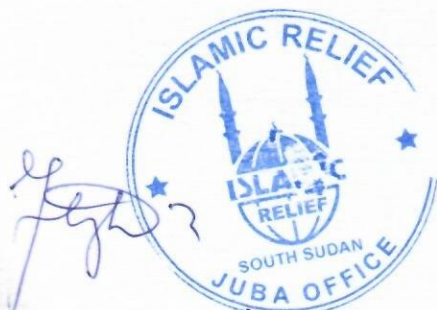
Introduction

Islamic Relief is an independent humanitarian and development non-governmental organization. Founded in 1984 in the UK (Charity Registration number 328158) with headquarters based in Birmingham. The organization has a presence in more than 44 countries globally. Inspired by Islamic values, IRW supports the World's most vulnerable people in the fight against poverty and injustices. The organization considers humanitarian principles at the heart of all it does, providing services to the needy regardless of their race, religion, ethnicity, and Gender and promoting sustainable and environment-friendly outcomes. IRW is also determined to empower marginalized people with a strong voice that argues powerfully for the change they need to transform their lives.

IRW was established in South Sudan in 2004, registered under the Ministry of Humanitarian Affairs and RRC with (051 registration number). The organization has more than 14 years of experience responding to different kinds of disasters including drought, flooding, and conflict in several states of South Sudan. IRW- South Sudan currently seeks to recruit a dynamic and self-motivated individual for the position of Security Officer to support Islamic Relief South Sudan activities in republic of South Sudan.

Job purpose:

The Security Officer will be responsible for coordinating safety and security issues in Islamic Relief offices and areas of operations in South Sudan. S/he is also charged with security surveillance and information sharing with Islamic Relief staff. The Security Coordinator reports to the Country Director.



MAIN OFFICE
IR.SS. Along Unity Road
Plot No.54, Block B-xvi
Hai Cinema P.O Box 353

WAU OFFICE
Hai Darajat
Tel: 0916287894
0920732333

WARRAP OFFICE
Along the Warrap - Akop Road
Tel: 0920522368

KAPOETA
Narus Compound
Diocese of Torit
Tel:0925609594

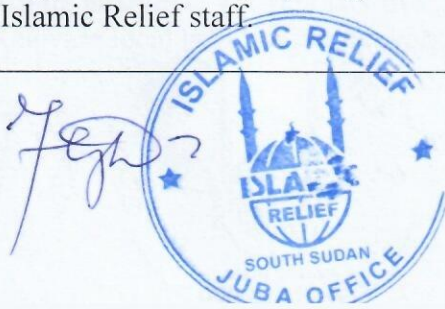
Website: www.islamic-relief.org
RRC Reg No.051



Roles and responsibilities:

The Security Officer is mainly responsible for coordinating security operations and providing analysis of specific events, groups or situations that may have security implications for Islamic Relief. In addition, the Security Officer will ensure that an acceptable risk management is in place to minimize the likelihood and impact of threats identified in the country.

- Take the lead in developing, reviewing, and updating country security management systems including SMP and area Security Plans in close coordination with the CMT and CD in line with Islamic Relief Worldwide policies.
- Work with the program staff to develop and update operational Area Security Plans
- Gather and verify information from varied sources and keep staff abreast of the security developments, threats, trends via advisories and regular security reports.
- Conducting regular risk assessments, analysing potential threats, and providing actionable recommendations to mitigate identified risks.
- Developing and maintaining crisis management and emergency response plans. This includes coordinating with relevant stakeholders, conducting simulations or drills, and ensuring that all staff members are adequately trained to respond to emergencies.
- Updating CMT on security incidents to ensure staff safety.
- Supporting Community Liaison and clearance teams with local risk assessments and access support
- Managing the implementation of security mitigation upgrades as requested and directed by the CMT.
- Support the Country Director in maintaining a safe working environment for all staff within South Sudan
- In coordination with CMT, participate in external meetings with local stakeholders and authorities, participate in security meetings of INGOs, UN organizations, and other stakeholders.
- Contribute to the update and facilitation of security trainings.
- Support the CDs in the overall dissemination of security related information and implementation of the security systems.
- Provide security briefs to new staff members and visitors upon arrival in South Sudan and prior to field deployments.
- Liaise and network with NGOs, UN agencies, partners, and local community persons on security issues/alerts.
- Report incidents and near misses to IRW Global Security team and seek advice.
- Closely work with Global Security team and seek advice on key security issues and developments.
- Support the CD in preparing for and managing critical security incidents involving Islamic Relief staff.





Key working relationships

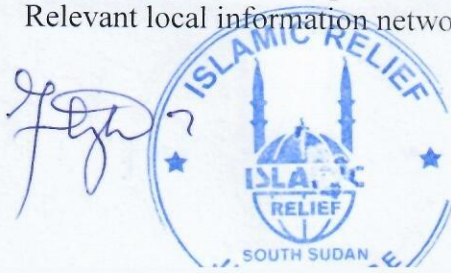
- Country Director– Direct work supervisor hence consultation, coordination, and information sharing
- Head of Programmes (HoP), Finance Manager, Program/technical Managers, Field Office Coordinators, Logistics Coordinator, and HR Coordinator - consultation, coordination, and information sharing
- Global Security Team – seek technical support/guidance and share incident reports.

Person specification; Knowledge, qualifications, and experience

- Higher education degree in political sciences, international relations, security, Anthropology, Psychology or related Fields, or equivalent background acquired through extensive professional experience.
- Security background with at least 4 years of proven field experience within the security industry, INGO, or UN within South Sudan (essential).
- Excellent analytical skills, with the ability to synthesize and share complex details in a simple manner.
- Experience of working with local partners
- Able to build a team and coordinate teamwork with the Security Focal Points and INSO and UNDSS.
- Ability to train and convey safety and security information and good practice to non-safety personnel.
- Ability to fit well within a large team.
- Have completed HEAT/HEFAT in the last three years.
- Flexibility and ability to multi-task under pressure.
- Proven ability to work creatively and independently both in the field and in the office.
- Advanced proficiency in written and spoken English, fluent in Arabic.
- Excellent computer skills with high proficiency in using Microsoft Word, Excel, and PowerPoint programs.

Skills and abilities

- Demonstrated high-level communication skills and proficiency in English and Arabic languages.
- Advanced knowledge of, and ability to train others in, communications technology, including VHF, HF radio systems and satellite communications.
- Excellent communication, influencing, negotiation and engagement skills.
- Strong analytical and report-writing skills.
- Relevant local information networks and contacts.





Personal qualities

- Effective communication skills
- Leadership skills
- Resourcefulness in innovations/initiatives
- Availability and accessibility by staff and partners
- Resourcefulness, flexibility, negotiation, and problem-solving skills.
- Ability to prioritize tasks, make quick positive decisions in emergencies and be results oriented.
- Ability to multitask and prioritize a high workload in a fast-paced environment.
- Ability and willingness to undertake extensive field work assignments.
- Multi-cultural exposure and ability to work with various ethnicities.
- Commitment to and compliance with Islamic Relief's safeguarding policies and principles.
- Commitment to respect and value equality and diversity and understanding of how this applies to own area of work.
- Commitment to own continuing personal and professional development.
- Commitment to the vision, mission, and values of Islamic Relief

Other requirements

- Ability to travel widely and frequently within South Sudan is required.

DESIRABLE

- Familiarity with the Millennium Development Goals, Sphere Standards, Do no harm policy, Red-Cross/Red-crescent Code of Conduct, Humanitarian Accountability Programme etc.

How to apply:

Interested candidates should submit their applications letter briefly describing a motivation for the position and highlight relevant experience, updated Curriculum Vitae (CV), National ID and copies of certified certificates to official email address: IRSS.recruitment@islamic-relief.com.ss

Not later than the deadline of Thursday 14th June 2024 at 4pm local time.

- Only shortlisted candidates will be contacted.
- Due to the urgency of these roles, Islamic Relief reserves the right to shortlist applications prior to the closing date.

Female candidates are strongly encouraged to join our work culture that empowers every employee to share ideas and take responsibility. At IRW, we think outside the box. We encourage ideas and give responsibility to all employees at all levels, to help solve the complex issues that we face. You will have many opportunities to be heard and take the initiative

