



South Sudan
Red Cross



JOB ADVERTISEMENT	
Job title:	PMER-Information and Data Analyst
Unit/dept/delegation:	Organization Development
Reports to:	Senior PMER Coordinator
Opening Date:	3 rd November, 2022
Closing Date:	21 st November, 2022

Organizational Context

The South Sudan Red Cross (SSRC) is one of the 192 National Societies worldwide and was founded on the eve of South Sudan independence in 2011. The SSRC is a volunteer-based humanitarian society and works as auxiliary to the public authorities in the humanitarian field. Based on the Statutes of the International Red Cross and Red Crescent Movement, the SSRC was established through an Act of Parliament on 9th March 2012.

SSRC was formally recognized by the International Committee of the Red Cross (ICRC) on 18 June 2013 and in November 2013 the SSRC was admitted into the International Federation of Red Cross and Red Crescent Societies. SSRC's headquarters is based in Juba with a total of (21) branches and a growing network of units. There are currently over 230 SSRC staff, approximately 14,000 volunteers and Members across the Country.

The society's work is guided by seven fundamental principles (Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality) and by Strategy 2030 of the IFRC, which voices our collective vision and determination to move forward in tackling the major challenges that confront humanity in the present decade. All our staff **MUST** abide by and work in accordance with the Red Cross and Red Crescent principles

SUMMARY JOB PURPOSE

The Data Analyst will provide the SSRC with information, mapping and visualization services. S/He is responsible for ensuring the effective delivery of data management services to all SSRC programs and operations, between SSRC departments and branches and with partners. He will ensure adherence to SSRC procedures and policies and provide effective accountability to all stakeholders.

JOB DUTIES AND RESPONSIBILITIES

Coordination And Management

- The implementation of information products for the SSRC programs and projects such as maps, spatial analysis, infographics and web-based dashboards.
- Ensure the standardisation of tools throughout all SSRC programs and in support to SSRC departments
- Implementing standard GIS and Data Visualisation best practices and will ensure that quality of products is up to standards.
- Work in close coordination with the RCRC Data technical networks.
- Coordinate with SSRC departments, including PMER, the DRM in delivering high quality information products to be used during all operations
- Support SSRC DRM and Branches in the capacity development of GIS and data visualisation principles
- Support the South Sudan Red Cross in ensuring quality of data collection processes and data management activities including collection, storage, and analysis of secondary data, ensuring relevant baseline and operational data is available for analysis
- Identify gaps in the use of data analytics technologies for the South Sudan Red Cross and undertake to address the gaps where necessary
- Ensuring timely sharing of situational updates, DMIS postings and development of EPoA
- Identify gaps and constraints during operations and escalate to line manager for further action
- Maintain effective communication during operations with all relevant authorities, both locally and at national levels
- Participate in inter-agency cluster and other coordination meetings
- Oversight of assessment on needs in collaboration with multi-agency teams to establish critical needs
- Maintain strict adherence to SSRC security procedures during operations
- Support Damage Assessment & Needs Analysis (DANA), utilizing innovative tools and ensuring the teams are well resourced and equipped

Capacity Strengthening

- Strengthen the capacity of SSRC departments, teams, and branches to implement effective operations
- Develop and maintain all necessary policies and standard operation procedures relating to data management and literacy, ensuring that they are fit for purpose
- Ensure that all operational policies and procedures are disseminated to and understood by all departments and branches
- Identify potential areas of training/capacity building for staff and volunteers

Lateral Relationship

- Ensure that the SSRC Emergency Committee is well-briefed during operations
- Establish and maintain effective working relationships with other colleagues
- Ensure effective working relationships with ICRC, IFRC, PNS colleagues and relevant line ministries and other stakeholders
- Ensure effective working relationship with technical and service departments at regional and international level

Position Requirements

Education	Required	Preferred
Relevant university degree or higher education in information management, epidemiology, statistics, data or social science, GIS or demonstrated equivalent humanitarian related experience	X	
Experience	Required	Preferred
3 to 5 years' experience in the development and use of GIS, database systems, data visualization and other information management tools, systems and procedures	X	
Experience in building and working in a network and a remote team	x	
Experience in providing IM support in a disaster response and recovery operation	X	
Experience in project planning, monitoring, Evaluation and reporting	x	
Knowledge of needs assessment indicators for needs analysis, monitoring and evaluation in disaster contexts, including SMART, SPHERE, and Cluster/Sector specific indicators.	X	
Experience in managing, training, and supporting staff.		x
Proven ability to undertake activities through a participatory, inclusive, and consultative process.	X	
Knowledge and Skills	Required	Preferred
Knowledge of information management in emergencies	X	
Full understanding of inter-agency coordination mechanisms	X	
Strong knowledge of GIS tools and technologies, such as QGIS and ArcGIS	X	
Strong knowledge of data visualisation and Business Intelligence tools, such as Tableau, PowerBI and/or. d3	X	
Languages	Required	Preferred
English (fluent)	X	
Local languages	X	

How to Apply;

Interested applicants should submit their cover letter, CV with 3 references, copy of National ID and Certificates including daytime telephone contact to Human Resources Department. Or by email: vacancy@ssdredcross.org. Please indicate clearly the position you are applying for on the Subject Line of your email.

Alternatively, applications can be hand – delivered to South Sudan Red Cross Headquarters. Plot #4, Block Ministries, Munuki Area, Juba. Please indicate clearly the position you are applying for on the back of your envelop.

You should arrange your documents in the following direction.

1. Cover Letter
2. Curriculum Vitae {CV}
3. Copies of Certified Certificates and National ID or passport

Note: *Only candidates with certified copies of academic documents by the relevant public authorities or Line ministries will be shortlisted and contacted for an interview, and all the photocopies are not returnable and will remain the property of SSRC.*

Female candidates are encouraged to apply.