

NRC in Syria

NRC is in Syria to support people affected by forced displacement (IDPs, returnees, host community etc.) so that they can have access to timely and effective assistance, to cope with the crisis and when the crisis ends return and rebuild their lives. Since the start of its activities in mid-2016 in Syria, NRC has reached with humanitarian assistance more than 360,000 people, out of which more than 150,000 reached in 2018 alone in the Governorates of Damascus, Aleppo and Rif Damascus.

NRC will continue to apply an integrated programming approach, where Education, capacity building, Shelter/WASH, and Food Security and Livelihoods (FSL) programmes work jointly to enable displacement-affected populations to meet their basic needs, enjoy their rights, and benefit from pathways to durable solutions.

Background

The Risk and Operations Team Leader (ROTL) contributes with HSS-related technical competencies to project implementation and general guidance on HSS matters at Area Office (AO) level.

Under the overall guidance and supervision of the Area Manager, the ROTL assists in the implementation of safe operations and all matters relating to the management of safety for NRC staff in the designated area of assignment.

The ROTL conducts all HSS tasks related to technical matters like security risk assessments, the production of all HSS documents like SOP's, security packs related to his/her Area Office (AO) and the management of R&O staff in AO.

Role Specific Information

- Monitor and track incidents and contextual trends as a basis for analysis relating to safety, security and access.
- Write regular as well as ad-hoc reports pertaining to security incidents, access developments and other contextual concerns in order to better inform decision-making process.
- Support Area Manager with establishing and maintaining contacts with local authorities in the areas of operation.
- Issue security/access advice on demand in case of significant changes in contexts.
- Issue guidance on safety & security and movement protocols.
- Update security protocols for operations inside Syria (including hibernation plans, Proof of Life procedures, Fire Safety Plans; critical incident management protocol; Duty of care for staff; medical emergencies, etc.).
- Provide support in the management of critical incidents.
- Maintain active contact with Safety/Liaison counterparts from peer agencies (including Local Humanitarian Partners) and relevant organisations (UNDSS, INSO, etc.).
- Facilitate information management and dissemination amongst Syria Country Office (SCO) and AO's through weekly context updates as well as ad-hoc security notices.
- Produce short and long-term assessments and projections related to contextual developments, relevant dynamics and actor mapping.
- Support the identification of capacity building needs and train the staff on existing security packages as needed in close cooperation with the SCO training officer and HR.
- Line manage R&O staff, including performance management, the organization of day to day tasks of R&O team and monitoring of progress.
- Coordinate, monitor and ensure sound implementation of contract agreements with assigned service providers.
- Act as surge capacity where required by SCO and AO's.
- Any other task assigned by the AM.

Our Ideal Candidate

- Minimum 2-3 years of relevant experience in a humanitarian/ recovery context
- Previous experience from working in complex and volatile contexts
- Sound knowledge of the context in Syria
- Relevant R&O expertise documented results related to the position's responsibilities
- Fluency in English, both written and verbal
- Valid driver's license
- Fluent in Arabic both verbal and written
- Provide verbal and written translations within scope of position's responsibilities if required
- Experience in staff management, mentoring, coaching, training
- Advanced computer skills, Office 365 and Microsoft programs
- Sound knowledge of operational risk management

Additional Information

Contract period: Up to one year, renewable based on NRC fund and performance.

Salary/benefits: According to NRC's salary scale and terms and conditions.

Duty station: Damascus

To apply for this vacancy, please go through the following link:

https://23109900.webcruiter.no/Main/Recruit/Public/4415398447?language=en&link_source_id=0

IMPORTANT NOTES:

- Candidates who do not fill the website application form in details may not be considered.
- **Female candidates are strongly encouraged to apply for this position.**