

# Job Title: Security Operations Support Officer (NOA) Damascus VA063-2019

## Re-Advertisement of VA016-2019

**WFP seeks candidates of the highest integrity and professionalism who share our humanitarian principles.**

**Selection of staff is made on a competitive basis, and we are committed to promoting diversity and gender balance.**

### DEADLINE FOR APPLICATIONS

From 08 August 2019 till 22 August 2019

### TYPE OF CONTRACT/DURATION

Type of contract: Fixed Term

Duration: One year

### ABOUT WFP

The United Nations World Food Programme is the world's largest humanitarian agency fighting hunger worldwide. The mission of WFP is to help the world **achieve Zero Hunger** in our lifetimes. Every day, WFP works worldwide to ensure that no child goes to bed hungry and that the poorest and most vulnerable, particularly women and children, can access the nutritious food they need.

### ORGANIZATIONAL CONTEXT

These jobs are found in Regional Bureaux (RBs) or Country Offices (COs). Job holders typically work under general supervision of Regional/Country Directors and directly report to the Senior Security Officers, or Deputy Country Director in COs. Job holders operate under close guidance and receive regular feedback on work performed. They are involved in security operational support activities and analytical work of limited complexity.

### JOB PURPOSE

To support the management of WFP's security day-to-day operations to facilitate the effective delivery of programmes that meet food assistance needs and maintain the security and safety of WFP personnel, activities and facilities.

### KEY ACCOUNTABILITIES (not all-inclusive)

#### Security Risk Management, Planning and Preparedness

- Assist in the development, implementation and, monitoring of compliance with all technical security requirements contained in the UN Security Plan, Security Risk Management Measures (SRMM), Residential Security Measures (RSM), and other relevant policies, guidelines, and assessments as well as providing technical oversight for contracted security providers.
- Provide the supervisor with input, including mandatory reporting, related to the safety and security of WFP personnel and eligible family members, premises, assets, and resources in accordance with UN and WFP Security Management Systems.
- In the absence of the supervisor, participate as a member of the security coordination cell established by United Nations Department of Safety and Security (UNDSS).

#### Safety and Security Services

- Monitor the security situation and provide information, through the supervisor, on emerging and prevailing security threats to WFP personnel and eligible family members, premises assets and resources.
- Assist in security activities that support WFP operations and participate, as requested, in security risk management processes for all locations where WFP personnel and eligible family members are present

- Contribute to the security and safety contingency and continuity planning for the office supporting the standardization and implementation of plans and ensure that emergency systems and procedures are regularly tested for WFP facilities.
- Ensure that WFP personnel are kept informed of matters affecting their safety and security and the actions to take in the event of an emergency including those identified in the WFP/UN Security Risk Assessments.
- Liaise with United Nations Department of Safety and Security (UNDSS) and the in-country security management apparatus to ensure that system-wide security directives and requirements are integrated into WFP Security Risk Management systems.
- Support the supervisor in the establishment and management of the security operations center including follow up of day-to-day security tasking and oversight of Local Security Assistants in attainment of broader WFP Syria Security strategic objectives.

### **Security Networking and Partnership Building**

- Identify, evaluate, recommend and compile open sources and resources that provide information relevant for the management of security risks to WFP personnel, assets and operations in the country.
- In close coordination with UNDSS, actively participate and maintain official liaison with Host government agencies, local authorities responsible for security, law and order, NGOs as well as with counterparts in other UN Agencies.

### **Innovation, Knowledge Management and Capacity Building**

- Identify, capture, synthesize and share lessons learned for knowledge development and to build the capacity of stakeholders.
- Implement capacity building initiatives to enhance the competencies of clients/stakeholders on security related preparedness and operations.

## **4Ps CORE ORGANISATIONAL CAPABILITIES**

### **Purpose**

- Understand and communicate the Strategic Objectives: Understands WFP's Strategic Objectives and the link to own work objectives.
- Be a force for positive change: Flexibly adapts individual contributions to accommodate changes in direction from supervisors and internal/external changes (such as evolving needs of beneficiaries, new requirements of partners).
- Make the mission inspiring to our team: Recognizes and shares with team members the ways in which individual contributions relate to WFP's mission.
- Make our mission visible in everyday actions: Sets own goals in alignment with WFP's overall operations, and is able to communicate this link to others.

### **People**

- Look for ways to strengthen people's skills: Assesses own strengths and weaknesses to increase self-awareness, and includes these in conversations on own developmental needs.
- Create an inclusive culture: Participates in open dialogue, and values the diverse opinion of others, regardless of background, culture, experience, or country assignment.
- Be a coach & provide constructive feedback: Proactively seeks feedback and coaching to build confidence, and develop and improve individual skills.
- Create an "I will"/"We will" spirit: Participates in accomplishing team activities and goals in the face of challenging circumstances.

### **Performance**

- Encourage innovation & creative solutions: Shows willingness to explore and experiment with new ideas and approaches in own work.
- Focus on getting results: Consistently delivers results within individual scope of work on time, on budget and without errors.
- Make commitments and make good on commitments: Commits to upholding individual accountabilities and responsibilities in the face of ever-changing country or functional priorities.
- Be Decisive: Makes rational decisions about individual activities when faced with uncertain circumstances, including in times of ambiguity regarding information or manager direction.

### **Partnership**

- Connect and share across WFP units: Seeks to understand and adapt to internal or cross-unit teams' priorities and preferred working styles.
- Build strong external partnerships: Demonstrates ability to understand and appropriately respond to and/or escalate needs of external partners.

- Be politically agile & adaptable: Portrays an informed and professional demeanor toward internal and external partners and stakeholders.
- Be clear about the value WFP brings to partnerships: Provides operational support on analyses and assessments that quantifies and demonstrates WFP's unique value as a partner.

## FUNCTIONAL CAPABILITIES

| Capability Name  | Description of the behaviour expected for the proficiency level   |
|--|---|
| <b>Strategic approach to security risk management</b>    | Demonstrates understanding of strategic approaches to security to identify potential threats. Contributes to the creation and implementation of WFPs mitigation measures.   |
| <b>Operational knowledge of security risk management</b> | Exhibits good understanding of day to day security operations. Works within own remit to proactively contribute to solutions to single or multiple elements of organisational security challenges.  |
| <b>Security resource management</b>                      | Demonstrates ability to track and compile reports on HQ and Field staffing and financial resource usage on a project-level basis.   |
| <b>Analysis and solution development</b>                 | Demonstrates understanding of key UN inter-governmental body partner agencies. Understands implications of security information and reports and supports in the identification of mitigating actions against threats and vulnerabilities to WFP's operations. |
| <b>Planning compliance and emergency management</b>      | Supports in planning and prioritisation practices in-line with established security policies and procedures.  |

## STANDARD MINIMUM QUALIFICATIONS

### Education:

An Advanced University Degree (Master, Doctorate/ PhD) in Management, Social Sciences or any other relevant field, or First University Degree in Security Risk Management, International Relations, Conflict Analysis, Military/ War Studies, Intelligence and Strategic Studies, Diplomatic Studies, Conflict and Security, Law Enforcement or related fields.

### Knowledge & Skills:

- Good theoretical understanding of security management concepts and principals with a knowledge of best practices, techniques and processes.
- Ability to assimilate a range of information and make basic analyses to support the development of efficient solutions.
- Good communication skills and ability to adapt communication style to different situations and individuals.
- Ability to contribute to and/or deliver effective briefing and training, assessing participant needs.
- Knowledge of common business principals and processes and the ability to quickly assimilate UN/WFP specific processes and systems.

**Language:** Fluency (level C) in English and Arabic

## DESIRED EXPERIENCES FOR ENTRY INTO THE ROLE

- **With an Advanced University Degree:** One or more years of progressively responsible professional experience in a relevant security field (military, police, intelligence, counter-terrorism or corporate) and/or security risk management, with a background and interest in international humanitarian development.
- **With qualifying First University Degree:** A minimum of three years of progressively responsible professional experience in a relevant security field (military, police, intelligence, counter-terrorism or corporate) and/or security risk management, with a background and interest in international humanitarian development.
- Experience in and understanding of the United Nations Security Management System is highly desirable.

- Experience in managing support staff.

## TERMS AND CONDITIONS

- Please upload your professional CV in English in **PDF format** making sure to include the following in terms of "Experience":
  - **Company/Organization name and scope of work of the organization**
  - **Exact Position Title**
  - **Contract type:** *part-time, full-time, volunteer, consultant, or freelancer*
  - **Start and End date of Employment for each position:** *From (dd/mm/yyyy) to (dd/mm/yyyy)*
  - **Responsibilities:** *To mention the main responsibilities that highlight your gained skills and experience*
- A proof of your experience will be required in the final stage of recruitment.

*Only short-listed candidates, who meet the minimum requirements for the advertised position, shall be contacted. Candidates must get an auto confirmation email once application is submitted.*

## HOW TO APPLY

*(If any of the below links do not work by clicking on it, please copy and paste it in the browser address bar)*

Internal candidates:

<https://performancemanager5.successfactors.eu/sf/jobreq?jobId=106803&company=C0000168410P&username=>

External candidates:

<https://job-listing.wfp.org/sfcareer/jobreqcareer?jobId=106803&company=C0000168410P&username=>

**As WFP is dedicated to the goal of building a diverse and inclusive workplace and committed to have a multicultural environment to foster creativity and productivity,  
Females and Individuals with Special Needs are strongly encouraged to apply**

*WFP has zero tolerance for discrimination and does not discriminate on the basis of HIV/AIDS status. No appointment under any kind of contract will be offered to members of the UN Advisory Committee on Administrative and Budgetary Questions (ACABQ), International Civil Service Commission (ICSC), FAO Finance Committee, WFP External Auditor, WFP Audit Committee, Joint Inspection Unit (JIU) and other similar bodies within the United Nations system with oversight responsibilities over WFP, both during their service and within three years of ceasing that service.*