

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 purpose of the Capacity Building Technical Assistant position is to support the effective implementation of activities, in accordance with project documents and relevant NRC and donor guidelines.

Role Specific Information

- Support the implementation of NRC's area-based approach, under the management of the capacity building team, and in close coordination with the Area Manager;
- Represent NRC externally at area level, maintaining a frequent field presence, and developing relationships within a network of local stakeholders in close coordination with the Area Manager;
- Seek to identify synergies (within NRC and with other stakeholders) and opportunities for interventions, particularly in capacity building, referral to services and information provision;
- Identify participants and venues for capacity building activities, and provide information to groups and individuals, for example on access to NRC services;
- Identify and mobilise community focal points – including building their capacity and supporting development of action plans and activities – as part of NRC's area-based approach to service delivery;
- Provide support to NRC integrated projects, to give input on beneficiary identification and activity selection criteria, notably in collaboration with Shelter and Education Units;
- Produce or contribute to regular field reports to line manager and Area Manager, highlighting technical or operational successes or challenges, and adding up-to-date information to support area-based analysis and improved programming;
- Uphold NRC practices for monitoring, evaluation, learning and compliance, carefully maintaining records and contributing to reporting.

Our Ideal Candidate

- A university degree in law, social science or other related field.
- Preferably 2 years' experience with NGOs.
- Prior experience of representing an I/NGO.
- Advanced computer skills, especially in Microsoft Word, Excel, Power Point and Outlook.
- Available and ready to travel consistently to the field.
- Ability to prioritise responsibilities, carry out multiple tasks simultaneously, and meet deadlines.
- Experience working in a humanitarian/recovery context.
- Strong communication, interpersonal, analytical and negotiation skills.
- Proven skills and experience in report writing Fluency in written and spoken English, and Arabic.



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/4304717521?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.**