**Risk Education Assistant**

**Syria – Rural Damascus**

**Who are we?**

The Danish Refugee Council assists refugees and internally displaced persons across the globe: we provide emergency aid, fight for their rights, and strengthen their opportunity for a brighter future. We work in conflict-affected areas, along the displacement routes, and in the countries where refugees settle. In cooperation with local communities, we strive for responsible and sustainable solutions. We work toward successful integration and – whenever possible – for the fulfillment of the wish to return home.

The Danish Refugee Council was founded in Denmark in 1956, and has since grown to become an international humanitarian organization with more than 7,000 staff and 8,000 volunteers. Our vision is a dignified life for all displaced.

All of our efforts are based on our value compass: humanity, respect, independence and neutrality, participation, and honesty and transparency.

**DRC Syria**

DRC has been actively operating in Syria since 2008 mainly supporting refugees. In June 2012, DRC was authorized by the Syrian Ministry of Foreign Affairs (MoFA) to expand its humanitarian efforts and provide assistance to IDPs and the vulnerable resident population countrywide. Since then, DRC activities have been focused on NFI distributions, Shelter, WASH, Protection, Education, Livelihoods and Mine Risk Education in six Governorates (Damascus, Rural Damascus, Dara'a, Aleppo, Hama, and Homs). While Protection/community service activities are provided to beneficiaries throughout our six Community Centers.

**About the job**

Mine action, in the form of mapping and surveying, Explosive Ordnance Risk Education (EORE) and land clearance needs in Syria are immense. The EORE assistant has the responsibility to deliver EORE in Rural Damascus while contributing to the daily operational activities.

**Duties and Responsibilities**

* Deliver EORE sessions in Rural Damascus.
* Contribute to the reporting requirements by keeping record of daily activities and by entering the information in the relevant data collection
* tools and as requested by the EORE Officer.
* Support the conduct of Knowledge, Attitude and Practice (KAP) survey and other assessment when needed.
* Collect and compile information on EO survivors, include in reporting and ensure referrals are made timely to Protection department when relevant.
* Report on any newly discovered EO accidents, incidents, contaminated/suspected hazardous areas in the operation area, which are reported by local community members.
* Adhere to all SOPs and Safety regulations adopted by the organization.
* Perform such other duties as may be assigned by the EORE officer.

**Experience and technical competencies:** (include years of experience)

* Minimum 1 year of relevant work experience (EORE, protection, education, facilitation, experience with children education/animation)
* Experience in administrative tasks
* Excellent knowledge of area of work (local community culture, administrative division, context, etc.)
* Basic IT skills
* Experience with following standard procedures and guidelines

**Education:**

* College qualification.
* Familiarity with HMA sector an advantage.

**Languages:**

* Fluency in Arabic, spoken and written
* Intermediate English proficiency, spoken and written desired

 *In this position, you are expected to demonstrate DRC’ five core competencies:*

* **Striving for excellence:** You focus on reaching results while ensuring an efficient process.
* **Collaborating:** You involve relevant parties and encourage feedback.
* **Taking the lead:** You take ownership and initiative while aiming for innovation.
* **Communicating:** You listen and speak effectively and honestly.
* **Demonstrating integrity:** You act in line with our vision and values.

**We offer**

Contract length: Until end of June-2023 (extension based on fund & performance)

Level: Non-Management – I2

Location: Syria , Rural Damascus

Expected Start date: As soon as possible.

**Application process**

Interested? Then apply for this position by clicking on one of the below links:

**Advertisement Link:** [Risk Education Assistant (Re-advertised) (hr-manager.net)](https://candidate.hr-manager.net/ApplicationInit.aspx?cid=1036&ProjectId=165951&DepartmentId=19001&MediaId=5)

**Application Link:** [Risk Education Assistant (Re-advertised) - Application Form (hr-manager.net)](https://candidate.hr-manager.net/ApplicationForm/SinglePageApplicationForm.aspx?cid=1036&departmentId=19001&ProjectId=165951)

All applicants must send a cover letter and an updated CV (no longer than four pages). Both must be in the same language as this vacancy note. **CV only applications will not be considered**.

Applications close **14 February 2023**

**Need further information?**

If you have questions or are facing problems with the online application process, please visit [drc.ngo/jobsupport](https://forms-hr.drc.dk/view.php?id=348161).

For further information about the Danish Refugee Council, please consult our website [www.drc.org](http://www.drc.org)