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| TITLE: **Disaster Risk Reduction and Climate Change Adaptation (DRRCCA) Coordinator** |
| TEAM/PROGRAMME: Program Operations-Team | LOCATION: Maban |
| GRADE: 3 | CONTRACT LENGTH: 10 Months  |
| CHILD SAFEGUARDING:Level 3:  the post holder will have contact with children and/or young people *either* frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work at field programs office; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff. |
| ROLE PURPOSE: The DRR/CCA Coordinator will ensure Anticipatory Action and DRR/CCA projects of SCI and Local partners in South Sudan are efficiently implemented and are aligned to the strategic plan of the organisation. The coordinator will lead the project team in caonducting Climate risk assessments to identify potential hazards, vulnerabilities and exposure to climate related risks in the SCI target areas. He/She will ensure effective early warning systems are designed, implemented and provide timely alerts and trigger anticipatory actions in response to identified threats. He/she will collaborate with various stakeholders including local communities , government agencies, partners and NGOs to ensure coordinated and integrated approach to DRRCCA and Anticipatory Actions. The coordinator will lead on capacity building and trainings for communities and relevant partners to enhance preparedness , response and resilience to disasters and climate change impacts. As a coordinator, you will oversee planning, implementation and monitoring of Anticipatory Actions and DRR/CCA programmes of SCI, ensuring they are executed efficiently and effectively within established timelines. The coordinator will also participate in new peoposal development in collaborations with Techncial Advisors and selected local partners. He/she will play a key role in advocacy for policies and practices that support Anticipatory Actions/DRRCCA at local, county, state and national levels. The coordinator will maintain accurate records, prepare reports on project progress and communicate key findings to stakeholders in conjunction with the technical advisor and programme managers.  |
| **SCOPE OF ROLE:** Reports to: Senior Program Manager with dotted line to DRRCCA TSStaff reporting to this post: Direct: 2 DRRCCA officers Indirect : NABudget Responsibilities: NA |
| **KEY AREAS OF ACCOUNTABILITY:*** Coordinate and lead the process of DRR/CCA risk vulnerability and capacity assessments and develop risk informed preparedness and contingency plans with active participation of children, and communities in identified schools and communities.
* Coordinate collection of risk data, development of Early Warning Systems for schools and communities. Ensures EW information on Disasters and Climate Risks are disseminated at all levels with the programme areas in a coordinated and timely manner. The coordinator will work closely with the Local government authorities and line departments responsible for generation of sector risk and sector specific early warning data and information
* Coordinate and provide technical support to Anticipatory Action and DRR/CCA programme in South sudan. Ensures partners and field based staff are well supported and guided on DRRCCA and Anticipatory Action practices standards and quality implementation. Ensure target programme participants are engaged throughout the programme cycle and field based staff have work plan
* Facilitate DRRCCA and Anticipatory Action training for SCI staff and partners in accordance with South Sudan quality standards and framework under the guidance of field and programme manager and technical advisors.
* Work closely with programme mananagers, other sector coordinators and other technical advisers to ensure the integration of child-centred DRR & CCA into response strategies and programme planning frameworks.
* Providing field based technical support and inputs during DRR/CCA and Anticipatory Action assessments and evaluations.
* Coordinate and train field based staff and local partners on child-centred DRRCCA and Anticipatory Action and Early Actions. Disseminate latest resilience and child-centred DRR & CCA and AA practices in concise and easily accessible formats to relevant programme staff.
* Support field based staff to integrate child-centred DRR & CCA thinking and practice in project implementation, including the introduction of minimum quality standards and resilience marker; ensuring risk lens and mitigation.
* Lead on the monitoring and evaluations of interventions, including monitoring visits and a post-response review and assessment to facilitate effective integration of DRR-CCA issues and Anticipatory Action in all stages of the SCI programme.
* Ensure the field area offices have good understanding of the Country office DRR/CCA and Anticipatory Action strategy and effectively implement DRRCCA/AA activities in the project location in partnership with State and county authorities and initiate activities to enhance risk reductions skills of targeted schools and communities.
* Actively participate in design of new DRR/CCA and Anticipatory Action project concept papers and proposals. The coordinator will ensure relevant data and learnings from the field areas inform the designs of new projects.
* Lead and coordinate country state level and participate in national level DRR/CCA and Anticipatory Action awareness raising activities including commemoration of national and international events related to DRRCCA with south Sudan.
* Promote effective Collaboration with all DRR/CCA stakeholders at the county. State and national level, support the state, county and Payam level government officials to facilitate leveraging of government action for implementing risk informed development actions.
* In collaboration with technical advisor and thematic programme manager, support in developing/rolling out of the county/Payam Disaster Management Plan and guidelines for County Disaster Management committees (CDMCs) making them active and functional.
* In Collaboration with setcors programme Coordinators, develop strategies to strengthen technical competency and partnership between local Authorities and target Communities at local level as a platform to prevent and respond to crises.
* Closely liaise with communications and advocacy unit to ensure proper documentation of DRRCCA and Anticipatory Action project experiences and lessons. Ensure DRRCCA advocacy issues are identified and planned for with technical support from the ACM team at the country office level. In collaboration with partners, act as key advocacy liaison person for DRR related national events.
* Develop an effective and sustainable bridge between the local Authorities, and SCI based on good communication, representation, and feedback. Establish good relations with the local civil administration and community leaders, particularly the Boma/Payam/County officials, PTA, SMC, members, women’s group, parents, and children.
* Consolidate and Compile DRR/CCA and Anticipatory Action programme reports monthly, quarterly, and annually and submit to the line manager.
* Comply with all relevant SC’s policies and procedures with respect to child safeguarding, health and safety, equal opportunities and other relevant policies.
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| **BEHAVIOURS (Values in Practice**) **Accountability:*** Holds self accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values
* Holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.

**Ambition:*** Sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages their team to do the same
* Widely shares their personal vision for Save the Children, engages and motivates others
* Future orientated, thinks strategically and on a global scale.

**Collaboration:*** Builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
* Values diversity, sees it as a source of competitive strength
* Approachable, good listener, easy to talk to.

**Creativity:*** Develops and encourages new and innovative DRRCA solutions
* Willing to take disciplined risks.
* Integrity:
* Honest, encourages openness and transparency; demonstrates highest levels of integrity.
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| **QUALIFICATIONS** * Bachelor in Development studies, Environmental studies, Disaster preparedness or related field of studies.
* Atleast 3 to 4 years experience in implementing DRRCA activities with recent in South Sudan Disaster prompt areas.
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| **EXPERIENCE AND SKILLS****Essential*** Experience in risk-based approaches to DRRCCA and Locally Led Anticipatory Action Programme within South Sudan.
* Previous working experience in DRR & CCA Risk and Vulnerability Capacity assessments and Emergency Preparedness/Contingency Planning.
* Past exposure and experience in DRR/CCA and child programming including Payam/county/state level level policy advocacy, facility and community based service improvement is essential.
* Experience of working with local partners and Payam/county /State and national level Local Government in DRR/CCA, Emergency responses, Post disaster recovery work, Health, Education, or Child Protection program delivery.
* Previous experience in people and project management
* Ability to write clear and well-argued analytical reports.
* Ability to achieve results and maintain consistent high standards of professional behavior and achievement, including when working alone.
* Demonstrated monitoring and evaluation skills.
* Experience of and commitment to working through systems of community participation.
* Excellent communication skills.
* Politically and culturally sensitive with qualities of patience, tact and diplomacy.
* Experience of and ability to represent the organisation’s mandate and work in external meetings.
* Fluent written and spoken English.
* Commitment to the aims and principles of Save the Children. In particular, a good understanding of the organisation’s mandate and child focus and an ability to ensure this continues to underpin our support.
* Proven capacity to supervise, train and coach national staff.
* Proficiency in computer skills (Mircrosoft word, spreadsheet, powepoint, internet).
* Knowledge in DRR and climate change adaptation and management.
* Experience of delivering DRRCA trainings to children and adult groups
* Proven experience of supporting and implementing Disaster Risk Reduction in schools and Safe school programming.
* Experience in facilitating DRRC and Climate adaptation mechanism in schools and communities.
* Good planning and organising skills
* Team player and flexible to take roles in supporting school administration as part of mentoring teachers
* Respect for local culture and customs

**Desireable*** Motorbike driving licence is Desirable
* Representational skills;
* NGO experience relevant to Disaster Risk Reduction and climate change is a must.
* Knowledge of Juba or classic Arabic language spoken is necessary.
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| Additional job responsibilities* The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.
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| Equal Opportunities * The role holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures.
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| Child Safeguarding:* We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.
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| Health and Safety* The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.
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| **JD written by:** DRR/CCA Technical Advisor | Date: **31/1/2024** |
| **JD agreed by:**  | Date:  |
| **Evaluated:**  | Date:  |