

JOB PROFILE

Job Title:	National Protection Officer – Philippine Nationals Only
Position Classification	Civilian Protection
Dept/Field Office:	Program
Reports To:	Gender Advisor/Project Coordinator
Staff Supervised:	None
Area of Responsibility (AoR)	Maguindanao, North Cotabato

JOB PURPOSE:

The role of the **National Protection Officer (NPO)** is to support the implementation of NPP’s UNFPA Project according to the Project Contract between NPP and UNFPA and in accordance with NPP’s overall mandate on civilian protection.

KEY TASKS AND RESPONSIBILITIES

A. Project implementation

- Responsible for the day-to-day implementation of project activities of the UNFPA Project in accordance to the work plan and log frame as part of the contract between NPP and UNFPA;
- Support and assist the UNFPA Project Coordinator in the engagement and relationship building with relevant stakeholders of UNFPA project;
- Support and assist PC in the crafting and development of work/activity plans and budget forecasting;
- Conduct and facilitate community meetings, trainings and dialogues in the project areas;
- Support and assist the Project Coordinator and TEAM in conducting and facilitating training and seminars for community and project partners i.e. Civilian Protection – Early Warning and Early Response (CP-EWER), International Humanitarian Law (IHL), Human Rights Law (HRL), Child Protection (CP), Gender Based Violence (GBV);
- Support TEAM in providing protective accompaniment to vulnerable and at-risk civilians, particularly women and children during and after armed clashes, in order to bring them to safer locations;
- Support TEAM, provide proactive presence on the ground, in communities that are under direct threat of violence;
- Provide liquidations of activity expenses of the UNFPA project.

B. Duties Applicable to all staff

- Actively work towards the achievement of the goals and mandate of Nonviolent Peaceforce.



- Abide by and work in accordance with Nonviolent Peaceforce values and principles as provided in the Global Employee Handbook and existing policies.
- Perform any other work-related duties and responsibilities that may be assigned by the line manager.

QUALIFICATIONS

A. Education and Training

Required

- University degree in a related field (Social Science, Development Studies, etc.)
- Formal training related to peace building, conflict transformation, and civilian protection and human rights

Preferred

- Certificate or diploma course in peace building, conflict transformation or nonviolent peacekeeping.

B. Work Experience

Required

- 2-3 years relevant work experience in civilian protection, peace building and human rights.

Preferred

- NGO/ humanitarian work
- Post-conflict/conflict area experience
- Exposure to conflict context in Maguindanao, Province
- Experience in community organizing/mobilization
- Experience in dealing with armed groups, the military and with local and national government officials

C. Knowledge and Skills

Required

- Understanding on civil protection and human rights frameworks
- Understanding of conflict dynamics in Mindanao and Maguindanao in particular.
- Understanding of the Humanitarian and DO NO HARM principles
- Knowledge and understanding in peace making, peacekeeping and peace building and social cohesion concepts
- Report writing skills

Preferred



- Able to communicate in the local language or dialect
- Familiarity in the project locations in Maguindanao
- Understanding of the context of the BIFF– Government/AFP conflict

HOW TO APPLY:

- Candidates meeting the above requirements are requested to visit our website <https://nonviolentpeaceforce.org/about/work-with-us> to download and complete the NP Application to accompany your CV (max. 2 pages) and cover letter (max. 1 page). Incomplete applications will not be considered.
- Please state in the subject line of the email: **“National Protection Officer”**
- This position is open to qualified **national** candidates
- The closing date for applications is **Saturday, 15 May 2021**
- As part of the recruitment process, shortlisted candidates may be asked to complete a written assignment and if successful, participate in an interview process.

SPECIAL NOTICE:

Nonviolent Peaceforce is committed to achieving 50/50 gender balance in its staff at all levels. Female candidates are strongly encouraged to apply for this position. However, all qualified applicants regardless of their gender, race, disability, sexual orientation, or age, will be considered for this opportunity.

Nonviolent Peaceforce acknowledges the duty of care to safeguard and promote the welfare of employees, contractors, volunteers, interns, beneficiaries and other stakeholders and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice in the Humanitarian and Development sector.