

Job Title:	<b>Women's Protection Officer</b>
Function:	Programme Implementation
Job Group:	Programme
Duty Station:	Various
Administrative Line Manager:	Team Leader
Technical Line Manager:	Senior Programme Manager
Line Management Responsibility:	N/A

**JOB PURPOSE:**

To implement NP's unarmed civilian protection programming that is specifically focused on the prevention of sexual violence and women's participation and protection in communities affected by violent conflict.

**KEY OBJECTIVES/RESPONSIBILITIES:**

**Direct Programme Implementation: Women's Participation in Peace and Security**

- Implementation of Women's Peacekeeping Team (WPT) project activities. Establishing new WPTs where needed and supporting existing WPTs according to field site assignment and project directions
- Provide trainings for WPTs in range of topics including but not necessarily limited to: GBV in Emergencies, Child Protection in Emergencies, conflict analysis, risk assessment and mitigation planning, case management, community mediation, basic human rights awareness. The WPTs training agenda is driven by the needs of the WPT and may expand or prioritize according to local needs.
- Provide coaching and mentoring for WPTs as groups and members as individuals as they take on leadership roles in community peace and security issues
- Facilitate confidence building between WPTs and relevant local stakeholders and authorities to encourage acceptance of WPT activities and to support WPTs to take on those relationships independently
- Coordinate regularized women's security meetings to allow broad range of women to express security concerns and to enhance local protection strategies
- Conduct regularized meetings with WPTs to review interventions, challenges, cases and so forth.
- Accompany WPTs engaging in higher risk interventions to facilitate the WPT's security to encourage WPT activities
- Document success stories, work with WPTs on storytelling of their experiences as women participating in peace and security and self-protection

- Coordinate with other field locations to facilitate communication between WPTs in various locations and state and national level WPT events

### ***Direct Protection and Prevention of Sexual & Gender Based Violence***

- Provide protective presence and accompaniment to women and girls exposed to risk of harassment and sexual & gender based violence such as during firewood collection, movements to gardens/farms, in search of food, to access humanitarian services and to access protection of civilian locations
- Engage full range of stakeholders (i.e. civil authorities, organized forces, non-state armed actors, humanitarian service providers, UN mission and agency personnel, community leaders and community members) to encourage as many as possible to take up active roles in preventing sexual and gender based violence, serving as protective agents and to avoid serving as aggressors.
- Conduct daily information gathering, contextual analysis and risk mitigation planning for women and girls (and project staff). For example planning prevention interventions during increased tensions and periods of violent conflict, during aid distributions, when food becomes increasingly scarce etc.
- Participate in referral pathway development and implementation in coordination with GBV post-incident care providers
- Conduct case management for individual cases handled, at the wish of the survivor, outside of the WPTs
- Develop and implement security plans for survivors or women and girls at ongoing risks
- Coordinate with NP's comprehensive and child protection colleagues to coordinate protection, prevention and response strategies
- Train and mentor locally hired national WPP colleagues
- Facilitate communications and relationships between communities in conflict, providing proactive engagement to mitigate potential conflict including facilitated dialogue, shuttle diplomacy and the development of specific implementable agreements
- Monitor all SGBV protection issues and coordinate with concerned local authorities and NGOs to ensure that relevant protection partners are fully informed on the situation;

### **Support to Administration and Operation:**

- Produce activity, field and training reports and support the Team Leader in internal and external reporting as needed
- Support team-level finance reports as requested and support monitoring of team cash, spending and financial documentation
- Support team-level logistics and operations, including completing procurement requests, supporting asset management and compound management

### **QUALIFICATIONS AND COMPETENCIES:**

#### **A. Education, Knowledge and Experience**

- 3 -5 years' work experience in SGBV protection and prevention, women's participation in peace and security programming.

- Demonstrated successful experience in working in complex security environments
- Demonstrated experience working with state and local authorities, negotiation and mediation
- Demonstrated ability to live, work and solve problems independently and effectively in remote, highly challenging locations
- Demonstrated ability to analyse conflict, security and political contexts
- Post secondary education in law, women's studies, human rights, international human rights law, international humanitarian law, negotiation, mediation, human security or related, or equivalent experience

### B. Skills

#### Independent Judgment/Analytical:

- Ability to set priorities, solve problems and analyse data
- Ability to manage information with discretion
- Demonstrable conflict analysis skills, identify entry points and design prevention and protection strategies

#### Interpersonal:

- Ability to communicate effectively with individuals and motivate and provide leadership to team and to work and live in a multi-cultural environment
- Solutions focused, creative problem solver
- Proven ability to build relationships with the full range of actors including government, chiefs, military, police and non state actors
- Genuine commitment and interest in living and working at the community level
- Flexibility and adaptability

#### English Language:

- Ability to interact confidently in English with colleagues and external contacts, to write documents and reports, and to present effectively relevant information

#### Information Technology:

- Good skills in Microsoft Office applications.

### C. Other Specialized Requirements

- This posting can be physically demanding. Some teams work in remote areas, live in tents, and during field visits there is limited access to electricity or running water. Many of the field visits will require driving through rough terrain or walking long distances.
- This field site is a complex security environment where conditions change rapidly – experience in insecure environments is essential to success in this position.

Employee Signature

Supervisor's Title

Employee's Name

Supervisors Signature      Date

.....  
I have read and understood the roles assigned to me

.....  
I certify that this is the right role for this position

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Country Director 's Signature

Date

I approve the delegation of responsibilities outlined herein within the context of the organizational structure.

The above statements are intended to describe the general nature and level of work being performed by the employee. They are not exhaustive list of all responsibilities and activities required for the position, the line manager will assign other responsibilities.