



Job Description

POSITION TITLE: Gender-Based Violence & Protection Manager	DATE: May 9 th , 2018
COUNTRY PROGRAM: Somalia	STATUS: Full Time
RESPONSIBLE TO: South Area Manager	
SUPERVISORY CAPACITY: GBV & Protection Program Staff	

DEPARTMENT/COUNTRY PROGRAM DESCRIPTION/MISSION

The overall objective of the American Refugee Committee (ARC) Somalia Program is to contribute to the realization of the aspirations of Somali youth, the rehabilitation of good governance and basic public services, and peaceful recovery of Somalia. More specifically, ARC Somalia Gender-based Violence (GBV) prevention and response program seeks to strengthen the quality and accessibility of services for survivors of GBV and reduce incidences of GBV through evidence-informed, constituent-driven prevention and risk reduction interventions. ARC has been operating in Somalia since 2011, ARC implements a multi-sector program that includes water, sanitation and hygiene promotion, primary and reproductive health care, and protection programming. ARC has Program activities in South Central Somalia, Puntland and Somaliland.

PRIMARY PURPOSE OF THE POSITION

The Gender-based Violence & Protection (GBV/Protection) Manager will help to lead efforts in ARC's Gender-based Violence & Protection Program in Somalia, working in collaboration with the HQ GBV & Protection Technical Advisor. The Manager ensures quality prevention and response implementation and good coordination in line with international standards and best practices. The Manager is based in Kismayo with frequent travel to Mogadishu, Dhobley and Nairobi.

PRIMARY DUTIES/RESPONSIBILITIES

% OF TIME

Program Development and Management

- In collaboration with the ARC protection team and local actors, provide technical leadership related to implementation of the GBV/Protection program
- Ensure essential, life-saving GBV services, including comprehensive case management and psychosocial support, is available in line with international standards and closely monitored
- Collaborate closely with ARC, government, and other NGO health staff to promote the clinical care for sexual assault survivors in line with WHO protocols
- Ensure safe and ethical data collection, storage, analysis, and sharing through the GBVIMS, using standard forms and database and monitoring adherence to inter-agency information sharing protocols
- Implement evidence-informed, community-based GBV prevention and risk reduction strategies, including evidence-based community mobilization strategies, community-

50%

based protection mechanisms, economic and educational opportunities (where applicable), and protection and gender mainstreaming

- Create and follow M&E plans, work plans, and spending plans to ensure timely and quality implementation of the work plan in coordination with field teams
- Analyze quantitative and qualitative data on a monthly basis to identify and monitor gaps, needs, and potential solutions
- Write project concept notes and proposals and develop budgets for continued and new programming
- Meaningfully engage local partners and community members, particularly women and girls, in all aspects of design, implementation, and monitoring in order to maintain inclusive programs, contextual relevance, and sustainability

Capacity Strengthening and Human Resources

- Facilitate workshops and staff meetings for the ARC protection team to ensure GBV programming meets best practice standards and prioritizes the safety and security of beneficiaries and staff
- Supervise case management staff to ensure client-centered case management and psychosocial support services in line with international guidelines through one-on-one supervision, case consultations, observational exercises, and other regular mentoring and debriefing exercises
- Debrief with prevention and awareness raising staff at least twice per month to assess community mobilization and communication skills and topics of focus
- Participate in the recruitment of GBV staff
- Create staff development plans in collaboration with staff
- Monitor and provide objective feedback related to staff performance, including completing staff performance evaluations to promote growth and professional development

25%

Coordination & Advocacy

- Co-lead the GBV Working Group in Kismayo and maintain strong working relationships with all stakeholders – including women’s groups, community leaders, government stakeholders, NGOs, UN agencies, and CBOs to enhance multi-agency and multi-sectoral cooperation and coordination
- Strengthen the operationalization of Kismayo-specific GBV Standard Operating Procedures (SOPs) by engaging relevant stakeholders in review and update processes
- Explore potential formal partnerships with local women’s groups, national NGOs, and government social workers to strengthen their technical and organizational capacity
- Assist in building strong working relationships with relevant Government Ministries to address women’s issues and GBV appropriately in national policies, laws and guidelines
- Utilizing IASC GBV Guidelines, collaborate with all clusters to ensure coordinated prevention and risk reduction interventions are integrated within each cluster’s strategy and activities

10%

Grants Management

- Ensure all internal and external narrative reports are in line with donor and ARC requirements, of good quality, and completed on time, demonstrating good understanding about projects
- Manage multi-grant budgets in order to maintain program expenditure within budget parameters, ensuring adherence to ARC financial procedures and donor requirements
- In collaboration with the ARC Country Director and other technical coordinators,

15%

promote learning and understanding of ARC's Prevention of Sexual Exploitation and Abuse (PSEA) policies and reporting mechanisms among all staff on a semi-annual basis	
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EDUCATION, TECHNICAL SKILLS & KNOWLEDGE REQUIRED

- Bachelor's Degree required, with a Master of Social Work, Public Health, or other related field (e.g., gender studies, psychology) preferred; or equivalent combination of education and relevant experience as stated below.
- Knowledge of Somali language preferred
- Minimum 3 years international and/or experience in Somalia and at least 1 year managing GBV prevention and response programs in emergency and post conflict environments
- Thorough awareness and knowledge of reproductive health, gender, and GBV issues and demonstrated commitment to gender equality
- Thorough understanding of counseling and psychosocial support principles and skills and ability to adapt psychosocial skills to cultural context; counseling experience preferred
- Strong grant management in post conflict/transitional settings
- Experience in participatory methods for community education and mobilization
- Diplomacy and assertiveness; the ability to confront and discuss sensitive issues with respect
- Excellent communication skills, with good spoken and written English
- Excellent report writing, research, documentation, and presentation skills
- Demonstrated experience related to monitoring and evaluating projects
- Experience coordinating with and strengthening capacity of civil society actors and organizations

KEY BEHAVIORS & ABILITIES

- Ability to live and productively work in insecure, unstable and/or harsh environments
- Ability to work remotely in coordinating GBV interventions across multiple sites
- Must be able to work independently while being a strong team player with proven supervisory skills
- Additional qualities: flexibility, cultural and environmental sensitivity, and abilities to multitask, handle pressure well, and improvise
- Familiar with the issues and cultures in Somalia, and ability to interact with people at all levels, individually and/or in groups
- Willingness to live in shared accommodation
- Willingness to travel

Application letter and copies of relevant academic and technical qualifications should be sent to: SMJobs@arcrelief.org not later than May 23rd, 2018.

NB: Please state on the Subject line of the e-mail: **Gender-Based Violence & Protection Manager.**