



Protection Officer

Recruitment

Terms of Reference (ToR)

Job code: HF05030821
Job Title: Protection Officer
Duty station: Turkey - Gazi Entab
Line Manager: Executive Manager

Thursday, 5 August 2021

Number of vacancies required: 1

About Horan Foundation

Horan Foundation (HF) is a non-governmental, non-profit making, national organization. It was established in May, 2012 in response to the humanitarian needs resulting from the current situation and the humanitarian crisis in Syria to alleviate the suffering of the Syrian. HF operates in different sectors, implementing various projects and programs.

Job Details

Job Summary:

The protection officer will contribute to the implementation of the protection program plan to achieve the strategic objectives. This should be fulfilled by ensuring the smooth implementation of protection activities, which focus on mainstreaming gender and protection principles in different interventions, raising awareness about the protection risks and concerns besides the rights of the most vulnerable groups, enhancing their protection and involving them in decision-making, as well as preventing sexual exploitation and abuse, and considering gender and other cross-cutting issues.

The Protection Officer, in close coordination with the Programs Manager in Turkey and Field Manager in Syria, should focus on two critical objectives:

- 1- Develop the protection program in Horan Foundation
- 2- Ensure timely and quality implementation of all protection-related activities and services while adhering to relevant technical standards.

Main Responsibilities and Tasks :

- o Working with the team to implement gender mainstreaming and protection in all interventions.
- o Participating in providing internal training sessions on gender and protection mainstreaming and protection from sexual exploitation and abuse.
- o Developing plans to conduct awareness-raising sessions for beneficiaries within the camps, local councils, and local communities, in line with the protection program plan.
- o Work to establish and update the map of services in intervention areas and ensure that referral mechanisms on Child Protection/GBV issues work effectively.
- o Provide regular reports on the progress of ongoing activities, collected data, and cases identified or monitored.
- o Actively represent Horan Foundation in protection and sub-cluster meetings and other coordination mechanisms.
- o Provide regular, timely reporting for the 4Ws of the protection cluster and newsletters on Horan's programs.
- o Build the capacity of staff and community volunteers by assessing the training needs, design a capacity-building program to deliver online and in-person training sessions.
- o Regularly assess the protection needs and concerns of target communities.
- o Design new protection interventions with the field team.
- o With the HR facilitation, follow up on the application of Child Protection and PSEA policies in the field.

Qualifications / Technical Skills:

- o University Degree in a relevant field such as Social Science, Psychology, Human Rights, other fields related to the humanitarian sector, or equivalent experience.
- o Excellent knowledge and understanding of humanitarian principles, protection in humanitarian emergencies, Child Protection, and GBV.
- o Good level in English
- o Analysis skills, planning, and organized work
- o Ability to lead, manage and work with a team
- o A balanced, open, and good leadership personality
- o The ability to work in an unstable environment and withstand work pressure and deal with difficult situations rationally
- o Excellent communication skills
- o Good user of MS Office programs, particularly Excel, and other means of online communication.
- o A good understanding of the humanitarian work environment and the ability to communicate with different actors.

Interpersonal, Communication and Coordination Skills:

- o At least two years of experience in humanitarian work, PSEA principles, and related protection topics.
- o Experience in developing and facilitating workshops and discussions on complex and sensitive issues.
- o Training experience on related topics is desirable.
- Excellent negotiation and problem- solving skills;
- Ability to cope with a challenging and constantly-evolving humanitarian work environment, often under pressure;
- Ability to establish and manage effective working relationships with colleagues, managers and external partners, other I/NGOs, and community representatives;
- A strong commitment to humanitarian relief and disaster operations;
- Flexibility.