

## **Protection Specialist (1 Post)**

**Duty Station** : Lashio Office, Northern Shan State

**Reports to** : Protection Project Manager

**Direct Reports** : N/A

**Provides Technical Supervision to:** technical line management to team leaders and protection officer – Case Management

### **Overall purpose of the role:**

Responsible for technical capacity building and consultancy, technical oversight of protection programme staff and partner organizations including local CSOs, ensuring high quality delivery of programs with support of Protection Project Manager-Northern Shan and Protection Coordinators in Yangon.

### **Sector responsibilities:**

Advocacy for the rights of conflict affected communities including displaced people, case management, monitoring, analysis and reporting of rights violations and other protection issues (protection monitoring), information dissemination and awareness-raising, community-based protection, community empowerment including psychosocial support activities and solutions for displaced population.

### **Geographic scope: Northeast Area Office (Northern Shan)**

This role has an area focus and ensures compliance to DRC procedures and guidelines within the area. The role contributes to the development of area strategies, which are translated into action plans and day-to-day tasks. The role provides support and technical guidance to base operations including direct implementation and implementation of partner organizations.

### **Responsibilities:**

#### ***Program implementation and technical management***

- Under the technical guidance of the Protection Project Manager and Protection Coordinators (Yangon), the Protection Specialist will provide technical support to field protection teams on protection monitoring, case management, individual protection assistance, community-based protection, community empowerment and PSS as well as other protection areas as required.
- Provide technical guidance to the Protection Team Leaders, Officers, and Assistants to ensure quality implementation of the protection deliverables according to global Technical Protection standards/guides and country specific Standard Operating Procedures (SOP)
- Conducts regular quality assessments of programming (all protection activities) to ensure that services provided are in accordance with standards and are of high quality
- Identify technical gaps in relation to overall project implementation/protection service delivery and provide recommendations to improve program quality, and support to implement recommendations
- Contribute to the development and adaptation of necessary tools, forms, technical guides and SOPs for DRC protection related activities including but not limited to Protection Monitoring, Case Management, and Community Based Protection activities
- Respond to ad hoc requests for technical support from Northern Shan Protection team and NSS Protection team (remotely), provide clear guidance and mentoring, especially where gaps are identified
- Delivery of technical trainings (including NSS protection staffs whenever appropriate and feasible) and daily capacity building (on the job mentoring and coaching) of DRC Protection Programme

staff, CSO partners, and protection focal points in collaboration with Project Manager and Protection Coordinators.

- Support Protection Team Leaders in implementation of regular supervision and coaching of Protection staffs using DRC supervision and coaching tools including in relate to case management supervision
- Conduct regular audits of databases to ensure accuracy of data and maintenance of tools as well as identify gaps related to ensuring reach of diverse groups of persons or concern/reach of most at risk
- Ensure mainstreaming of protection principles and age, gender, and diversity aspects into all of DRC's work including through provision of trainings to DRC protection and non-protection staff and partner organizations on Protection, Age, Gender and Diversity and support for implementation of PAGD mainstreaming action plans
- Collaborate with other sectors to ensure integration, synergy, and identify opportunities for collaboration/better coordination between teams

### ***Partnerships and Localization***

- Lead the work on partners capacity development and planning, jointly with partner staff and DRC focal points.
- Train and coach partners and DRC teams on the use of DRC tools and SOPs, from capacity assessment through to relevant contractual and compliance tools, in addition to leading the capacity development with partners and staff through training, coaching, exchange, shadowing etc...
- Facilitate training and learning activities with DRC staff on partnership culture and processes.
- Work closely with Country Office Partnership team and DRC area-based teams to ensure the systemization of best practices and lessons learnt across DRC teams and partners in different geographical locations.
- Support/contribute to develop and strengthen relationships with networks, other relevant stakeholders and partners in Northern Shan. Actively explore and identify potential partners in line with localization strategy in coordination with Partnership team.
- Support Project Manager in coordination with local and I/NGOs to expand and strengthen DRC's partner networks, as well as support in roll out of Protection activities with partners.
- Lead in identifying and responding to capacity building needs of partners (technical training, coaching and mentoring) in coordination with Protection Team Leaders, Officer, and other relevant DRC Sectors.
- Under the technical guidance of the Protection Project Manager and Protection Coordinators (Yangon), support Protection Team Leaders to help partner on project design and development of Sub-Grant Agreements.
- Conduct regular quality assessment of the partner programming to ensure that services provided are according to standards and are of high quality. Identify gaps in relation to the overall implementation and provide recommendations to improve program quality.
- Support Partners develop and revise necessary tools, forms, technical guides and SOP for protection related activities in coordination with the Partner's Focal under technical guidance of Protection Project Manager and Protection Coordinators (Yangon).

### ***Protection Information management and reporting***

- Providing support on the monitoring, evaluation and learning of protection services, in collaboration with MEAL and Protection teams under the guidance of the Protection Project Manager
- Support the Project Manager in ensuring safety and confidentiality of the collected information in accordance with DRC Code of Conduct, Protection Sector Information Sharing Protocol and relevant DRC guidelines
- Support Project Manager in analysis of protection information data using Power BI

- Lead the development and review of high-quality protection monitoring reporting in collaboration with the protection team leaders, officers and assistants

#### ***Coordination and representation***

- Represent DRC at relevant coordination meetings
  - Actively participate in internal coordination meeting
  - Share relevant project information with stakeholders and partners
- \*Perform any other relevant tasks as requested by Line Manager/ or Area Manager.

#### **Experience and technical competencies: (include years of experience)**

- 3 years of practical experience in the Protection field working for an INGO/NGO.
- Strong demonstrated technical skills and knowledge in protection monitoring, partnership, case management, protection information dissemination, psychosocial support and/or community-based protection.
- Excellent writing and editing skills for external audiences (including governments and donors)
- Strong experience in producing high-quality technical materials (training material, programme tools, proposals, strategic documents etc.) and facilitating various trainings face to face and remotely.
- Excellent training skills, particularly on concepts of protection, human rights, protection information management, case management, psychosocial support, etc.
- Experience working with Monitoring and Evaluation
- Advance IT knowledge (hardware and software, MS Word, Excel, Power Point, remote management and capacity building tool.
- University degree or Advanced University degree (Master's degree) in relevant field (e.g., political science, human rights, humanitarian project management, social work, international law, international development, etc).
- Full professional proficiency in English
- Full professional proficiency in Myanmar

#### **All DRC roles require the post-holder to master DRC's core competencies:**

- **Striving for excellence:** You focus on reaching results while ensuring an efficient process.
- **Collaborating:** You involve relevant parties and encourage feedback.
- **Taking the lead:** You take ownership and initiative while aiming for innovation.
- **Communicating:** You listen and speak effectively and honestly.
- **Demonstrating integrity:** You act in line with our vision and values.

#### **Conditions**

**Contract:** DRC will offer the successful applicant a 5 month contract included 3-month probation with the possibility of extension. Salary and conditions will be in accordance with DRC's Terms of Employment. The position is placed in Employment Band G2, non-management. **This position is open for Myanmar National only.**

#### **Further information**

For further information about the Danish Refugee Council, please consult our website [www.drc.dk](http://www.drc.dk)

#### **Application and CV**

Interest? Click [Here](#) to apply position. Please send your application, in English, no later than **10<sup>th</sup> July 2024**.

CV only applications will not be considered. We only accept applications sent online.

**(Applications will be reviewed on a rolling basis, and shortlisted candidates may be contacted for interview/an offer made before the advertised closing date)**