

Protection Coordinator at Danish Refugee Council (DRC)

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Job Description

The Danish Refugee Council (DRC) is a humanitarian, non-governmental, non-profit organisation founded in that works in more than 30 countries throughout the world.

Overall purpose of the role:

The Protection Coordinator has the overall responsibility for providing technical and programmatic support for DRC protection activities in the DRC areas of operations in Kenya. The role will include development and harmonization of protection SOPs, tools, and training to protection staff in the field to ensure DRC has a consistent and clear approach to protection across all sites. The Protection Coordinator will lead in the development and roll out of DRC Kenya's protection strategy including development of protection related advocacy messages using evidence

Duties & Responsibilities:

Protection sectoral technical responsibility

Lead protection analysis efforts, the development and implementation of the country level protection strategy.

Technically responsible for the overall protection portfolio and ensuring AGDM in protection activities.

Oversee and lead the development, harmonisation and rollout of internal protection related tools, Standard Operating Procedures, policies, and guidelines related to DRC's protection interventions.

Technical Line Management

Technically supervise protection managers and team leaders and provide technical advice and guidance to protection staff.

Responsible for participating in human resource processes including the recruitment of protection sectoral technical staff in country and setting performance objectives and performance appraisals for protection managers and team leaders.

Responsible for identifying protection sectoral technical gaps and establishing capacity building plans for protection sectoral staff.

Work closely with relevant protection staff in the development and delivery of capacity building efforts.

Provide regular technical support and guidance to protection teams and other relevant staff in both a structured and on a case-by-case basis.

Protection programme development, quality assurance and oversight

Maintain oversight of overall protection programme implementation, including budgets and indicators, in close collaboration with Head of Program, Area managers and Protection Team Leads

Participate in programme / project review meetings, including grant opening, grant review and close out meetings.

Review and update of technical approaches, protection SOPs.

In collaboration with the PIM/Advocacy specialist develop a new Protection Monitoring system and a protection monitoring SOPs, and review protection monitoring tools on an annual basis or as needed.

Lead the revision of tools and SOPs for the current case management system.

Support program teams to review current referral mechanisms to link beneficiaries, particularly vulnerable individuals and groups, to services, through service mapping, referral workshops, and SOPs;

Support the development of protection awareness curricula, Information, Education and

Communication (IEC) materials for the implementation of a comprehensive training and awareness package.

Provide regular technical trainings and capacity building to protection staff, partners, and on key DRC protection concerns and product solutions.

Coordinate with other sectors to move towards integration of protection programs wherever possible or mainstreaming of protection within other sectors where integration is not available.

Ensure protection mainstreaming including review of all programming approaches, SOPs and tools, and staff capacity development.

Organize and facilitate regular Protection team meetings across subsectors and field offices for knowledge sharing, peer support and quality improvement.

Coordinate with MEAL to support the development of MEAL tools, and accountability systems, including incorporation of feedback mechanisms for staff and beneficiaries, into program;

Oversee compilation of project related internal and external reports and communication

Coordination and Advocacy

Regular coordination and liaison with UNHCR Protection unit and/or other Protection partners and government authorities at country level.

Collaborate with relevant internal and external technical experts on issues related to relevant sector.

Represent DRC at relevant protection coordination meetings.

Actively participate in internal coordination meeting

Along with Advocacy/PIM specialist, develop monthly protection monitoring reports for external circulation. With clear and targeted recommendations for different audiences. for

Support training on protection advocacy for local civil society and other local stakeholders (including CBPGs).

Lead the development of protection advocacy strategies and plans by CBPGs, civil society and local stakeholders

Project development

Contribute to and coordinate the design, implementation and evaluation of Protection related programming to secure follow on or expansion funding for the protection portfolio as per identified needs and in a standardized manner across programmes.

Lead on proposal design, including activity design and budgeting, along with PMs, where needed. Sign-off on all project proposals and budgets (related to protection activities)

Perform any other relevant tasks as requested by Line Manager.

Requirements

Experience and technical competencies:

Significant knowledge of International Human Rights Law, particularly with Refugee Law and of Durable Solutions.

Minimum 7 years' experience implementing and developing Protection programs in displacement contexts

Experience in Protection as well as Child Protection and GBV programming and Case Management

Experience in data collection and protection and reporting

Experience in information data management, utilizing databases and platforms.

Experience in international humanitarian work, advocacy and policy development at national level, and of high level representation.

Experience in preparing a protection programming strategies and advocacy strategies for a complex programme covering multiple sites.

Experience in coordinating and standardizing approaches across a multi-site programme.

Experience in integrating protection with other sectors' programming.

Experience providing remote technical guidance and developing training to suit a variety of

audiences.

Demonstrated ability to conduct trainings on protection and human rights topics, including staff training.

Experience with M&E tools.

Requirements

Education : Master's degree in social science, Law or humanitarian aid.

Language: : Fluent in written and spoken English and Swahili.

Key stakeholders:

UN Agencies, coordination bodies

Government authorities and institutions

Partners

Persons of Concern

Staff

Donors

About you:

In this position, you are expected to demonstrate DRC's five 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.

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