

## JOB DESCRIPTION

<b>Job Title:</b>	Director of Conflict Sensitivity Facility
<b>Location:</b>	Khartoum, Sudan
<b>Reporting to:</b>	Head of Conflict Advisory Unit
<b>Management responsibility (if applicable)</b>	Line management of team of 4 in Khartoum
<b>Type of position:</b>	All applications are accepted: Sudanese nationals and applications from women are favoured
<b>Salary:</b>	A competitive INGO salary and benefits package will be offered
<b>Contract terms and hours:</b>	<ul style="list-style-type: none"> <li>• <b>Term of contract:</b> 12 Months- extension pending funding</li> <li>• There are 28 days of annual leave per year (January – December) in addition to public holidays in Sudan</li> <li>• The standard working week is 37.5 hours</li> </ul>

### **Background:**

Saferworld is an independent international organisation working to prevent violent conflict and build safer lives. We work with people affected by conflict to improve their safety and sense of security and conduct wider research and analysis. We use this evidence and learning to improve local, national, and international policies and practices that can help build lasting peace. Our priority is people – we believe in a world where everyone can lead peaceful, fulfilling lives, free from fear and insecurity. We are a not-for-profit organisation operational in 12 countries across Africa, Asia and the Middle East.

Saferworld is committed to providing a safe and trusted environment that safeguards our staff, partners and communities. Our organisational integrity is derived from the values and principles that underpin and guide our work.

### **Description of the Conflict Sensitivity Facility (CSF):**

The CSF is part of Saferworld's Conflict Advisory Unit (CAU) and it aims to: support the integration of conflict sensitivity into the policies, practices, and programmes of aid actors in Sudan. It draws upon Saferworld's extensive experience of supporting similar processes in a range of contexts, coupled with our deep contextual knowledge and long-term, established relationships with Sudanese civil society from across the country. Over the past four years, for example, Saferworld has designed and built up the Conflict Sensitivity Resource Facility (CSRF) in South Sudan. Saferworld has been working on and in Sudan and South Sudan since 2002, including on issues of community security, small arms control, and conflict-sensitive development.

**Job purpose:**

The Director of the CSF provides strategic leadership and management of the operations of the CSF. S/he is expected to establish, build and maintain working relationships with all stakeholders in the aid community, including both Sudanese and international aid actors. The Director of the CSF will work with Saferworld staff from the CAU, CSF Sudan Team and CSRF South Sudan Team alongside a lead consultant to build strategic relationships and expand the profile of the CSF, ensure the delivery of high-quality outputs, lead strategic development and programme planning processes, and lead fundraising efforts.

**Roles and responsibilities:****Strategic leadership and direction**

- Lead the CSF Team and the lead consultant in providing high-quality conflict sensitivity advice and technical support services, based on ongoing analysis and understanding of the context in Sudan.
- Lead on the strategic development of the facility.
- Lead fundraising efforts to help the facility establish itself as a sustainable and ongoing presence in the aid architecture of Sudan.
- Play a leading role in establishing a multi-donor model for the Facility in liaison with the Saferworld Sudan Country Director, Head of CAU, lead consultant, and CAU Senior Conflict and Security Advisor.

**Programme, operational and staff management**

- Lead on programme planning, implementation, and adaptation for delivering the activities of the CSF, coordinating with Saferworld's Sudan Country Team.
- Provide line management of four staff members in Sudan with potential for further expansion if funding increases.
- Inspire team members to internalise, respect, and practice Saferworld's core values, lead and encourage a team culture of learning, sharing, creativity, and innovation.
- Manage day-to-day operations of the CSF in Khartoum, in coordination with the Saferworld Sudan Country Director, CAU and Operations Team.
- Ensure that all staff understand and can perform their role during times of crisis as well as stability.
- Ensure full compliance of all staff members with Sudan's safety and security plan.

**Financial and budget management**

- Act as budget holder for the CSF budget, overseeing all programme expenditures and financial reporting in line with Saferworld's organisational policies and procedures and in coordination with the Finance Teams in Khartoum and London
- Oversee the finance functions to ensure compliance with donor requirements, organisational policies and procedures across CSF products and services.

**Representation and beneficiary relationships**

- Build and maintain positive and productive relationships with core donor (UK) and potential donors for a multi-donor model, as well with a broad range of influential actors within the aid system in Sudan (such as humanitarian, development and peacebuilding NGOs, donors and multilateral organisations, as well as policy influencers and academics)
- Represent the CSF at external meetings in Sudan or internationally, including with donor implementing partners who are interested in or targeted by the CSF.
- Raise the CSF's profile among the donor community and international partners in Sudan and internationally as appropriate.
- Manage communications with the Government of Sudan regarding the purpose and activities of the CSF as appropriate.

**Safety, security and risk management**

- In collaboration with the Sudan Country Director and Operations Officer, ensure that all staff (including CSF consultants and contracted analysts) fully comply with the policies and procedures contained in the Saferworld global and Sudan country security plan.

- Ensure optimum safety of CSF staff, consultants, and partner staff as per agreed standards and use any information/learning to guarantee safety of staff.
- Identify and mitigate risks to the CSF.
- Be aware of and manage any potential conflicts of interest that may arise between the CSF and Saferworld's broader Sudan country programme.

### Cross-consortium and cross-organisational relations

- Lead internal collaboration and coordination with other teams within Saferworld, including the Sudan Country Programme, the CAU, Global Policy and Advocacy, Communications, Programme Support and Learning, HR and Finance teams in London, as well as other Conflict Sensitivity Facilities hosted by Saferworld.
- Support the sharing of lessons, analysis and skills development opportunities between CSF staff and other Saferworld staff in Sudan, and if appropriate in other Saferworld programme teams.

### Key working relationships

- **Saferworld staff in Sudan:** Country Director, Programme Manager, HR & Operations Coordinator, Finance Manager, Policy Advocacy and Communications Coordinator, Area Project Coordinators
- **Saferworld Regional and HQ staff:** Funding Manager in Kampala, Conflict Advisory Unit, Global Policy and Advocacy, Communications, Fundraising, and Finance teams as well as other Conflict Sensitivity Facilities hosted by Saferworld
- **Donors:** Develop and maintain close working relationships with CSF donor (UK) and cultivate strong working relationships with other donors in Sudan
- **UN Agencies and INGOs:** Develop collaborative relationships with other organisations working in Sudan, on conflict sensitivity issues or on the Sudanese context more broadly

### Scope and accountability

<b>Decision making and limits of authority</b>	<ul style="list-style-type: none"> <li>• Decisions relating to overall direction and strategy of the programme, in consultation with the Head of the CAU</li> <li>• Decisions relating to priorities for the CSF team in the identification and delivery of agreed CSF quarterly deliverables.</li> </ul>
<b>Financial resources</b>	<ul style="list-style-type: none"> <li>• Oversight and management of £650,000 budget</li> </ul>
<b>Other resources</b>	<ul style="list-style-type: none"> <li>• Responsible for and in custody of Saferworld equipment, such as a Laptop, Thuraya satellite phone, etc.</li> </ul>
<b>People management</b>	<ul style="list-style-type: none"> <li>• Line management of team of four in Khartoum</li> </ul>
<b>Legal, regulatory and compliance responsibility</b>	<ul style="list-style-type: none"> <li>• Ensure CSF staff, consultants and contracted analysts and consultants comply with Saferworld's policies and procedures, including HR and safeguarding policies, as well as compliance with national laws</li> <li>• Ensure that CSF activities are compliant with donor requirements and regulations</li> </ul>

### Person specification

#### Knowledge, qualifications and experience

- Master's degree (or equivalent) in international relations, political science, conflict, justice or security studies, or a related field or bachelor's degree with significant field experience.
- Proficient understanding of discourses on conflict sensitivity, conflict prevention, peacebuilding, governance, gender and inclusion, rule of law and nation-building; and of the international policy environment in which these issues are addressed.
- Deep knowledge and experience of navigating the international aid system, including understanding of current humanitarian reform processes and the SDG frameworks.
- Knowledge of Sudan and donor programming in Sudan, including significant experience managing programmes or initiatives in the country, with a deep knowledge of the international and national aid scene in the country.

- Significant proven experience managing and overseeing multi-sectoral programmes for development, humanitarian and/or peacebuilding/conflict prevention organisations in conflict-affected contexts.
- Demonstrated capacity in designing and delivering successful organisational change, or solving complex issues, through analysis, definition of a clear way forward, and ensuring buy-in, internally and externally.
- Experience of managing complex programmes in conflict-affected environments, including managing risks and safety and security needs, financial/budget, and operational and HR management processes, and an ability to quickly adapt programme and operational priorities in response to changes in the context.
- Proven experience of building personal and professional networks and relationships at senior level and with donors, governments, and international and national civil society organisations.
- Proven experience of quality control and efficient delivery of programme outputs and timely reporting to donors.

#### **Skills and abilities**

- Exceptional communication skills, verbal and written, especially in a multi-cultural and multi-linguistic context and targeting a variety of audiences, including donor agencies, government, and international and national civil society
- Ability to engage in policy and strategic discussions on peacebuilding, humanitarian, recovery and development interventions
- Excellent analytical and strategic thinking skills, including on conflict and/or governance analysis, and lesson learning
- Technical expertise in conducting capacity-building on conflict-sensitivity highly desirable
- Facilitation and training skills highly desirable

#### **Personal qualities**

- Commitment to and compliance with Saferworld's safeguarding principles
- Commitment to respect and value equality and diversity, and understanding of how this applies to own area of work
- Commitment to own continuing personal and professional development
- Commitment to the vision, mission, and values of Saferworld
- Commitment to improving international engagement in conflict-affected contexts and sharing experience-based ideas as to how this can be achieved

#### **Other requirements**

- Travel to sub-national and remote locations in Sudan, including areas recently affected by violent conflict, may be required
- Occasional travel in the East Africa region

#### **Application process**

**To apply:** Download and complete an application form at <http://www.saferworld.org.uk/jobs/jobs> and send to the HR Team at [jobs@saferworld.org.uk](mailto:jobs@saferworld.org.uk) (Ref: Director of Conflict Sensitivity Facility)

**Deadline for applications: 17March 2022**

We only accept completed application forms; please do not send your CV.