



VACANCY

Protection Project Manager (CP / WPE)

Position Title: Protection Project Manager

Location: North East Syria (NES)

Period: up to 5 months with possibility of renewal

Closing date of the vacancy: 14th November 2022(applications on a rolling basis)

Starting Date: ASAP

CONTEXT PRESENTATION

Un Ponte Per (UPP) is an international humanitarian organization, based in Italy. Originally named Un Ponte Per Baghdad (A Bridge to Baghdad), the association became simply Un Ponte Per after the extension of its work to the Balkans, as well as other Middle East and Mediterranean countries.

UPP is currently active in Iraq, Syria, Jordan, Lebanon, Palestine, Serbia and Kosovo alongside civil society organizations. In Italy and in Europe, UPP works to promote peace and disarmament, human rights, and refugees and migrants' inclusion. UPP strongly rejects war as a solution to international and national conflicts, it exerts restless efforts with the ultimate objective of developing more equal and peaceful coexistence up to social cohesion.

BACKGROUND

Entering year 9 of the Syria crisis, conflict continues to expose civilians to acute humanitarian needs in health, and protection. In North East Syria (NES) widespread displacement, destruction of basic services and increased exposure to protection risks is on-going. In response, UPP implements health and protection programmes through funding of several donors including EU, OFDA, AICS and private funding.

UPP and local partners aim is to improve the physical and psychosocial wellbeing of the conflict-affected population with a view of building the capacity of local actors and the resilience of communities in NES.

The Protection NES programme is funded by Italian Cooperation Agency (AICS), ECHO, BHA, IOM, Latvia MoFA as well as Soka Gakkai Institute and other donors. It utilizes an integrated approach, with health as an entry point to guarantee wider access for women and girls as well as children to protection services, including GBV and CP case management.

For further information please refer to our website: www.unponteper.it/en/

SCOPE OF WORK

Under the supervision of the relevant Desk Officer at HQ and the HoM, the Protection Project Manager (PM) will be responsible for the set-up, planning, implementation and follow up of a newly established integrated protection programme in North East Syria (NES) – with a specific focus on community-based and capacity building protection programmes/activities. In particular, the PM will offer guidance to the Women Protection and Empowerment and Child Protection programs for the implementation of a Women and Girls Safe Space (WGSS) and a Child Friendly Space (CFS) in NES.

The selected candidate will oversee effective management and relationships with partners and other external stakeholders, manage interventions throughout the project cycle, including budget management, and lead in preparing and developing high quality programme plans, progress and donor reports. In coordination with the sectoral teams (Protection/MHPSS and Health) as well as Administrative and MEAL teams, the PM will ensure appropriate technical backstopping, staff management, coordination for overall project quality.

This position will report to the Head of Mission (HoM) and HQ Protection Desk Officer, and receive technical support from the Protection Coordinator and technical teams.



RESPONSIBILITIES:

Project Cycle Management & Reporting

- Set up, plan, and supervise the implementation of project activities in close cooperation with implementing partners, key project staff and technical staff;
- indicators;
- Plan the project expenditure and ensure the compliance of expenditure of budgets with donor requirements;
- Ensure, together with the administrative office, the overall management, control and oversight of financial and administrative procedures, in compliance with UPP organizational systems and instructions;
- Ensure that all project reporting (internal and external) is completed in a timely and accurate manner and in compliance with UPP and donor requirements;
- Devise and implement a protection M&E plan, in coordination with MEAL and technical teams for protection data collection tools, assessments and evaluations;
- Participate in the development of proposals, budgets and concept notes in coordination with Protection Desk Officer and Coordinator.

Staff management

- Support recruitment of local UPP and partner staff with technical teams and Human Resources department;
- Supervise, train and mentor project staff, in coordination with technical teams to deliver prevention and response activities;
- Devise and execute capacity building project plan including managing technical experts / trainers and local staff in accordance to capacity building plans in coordination with HoM, Protection Desk and Coordinator;
- Ensure that staff members implement and respect best-practice and international standards in GBV and child protection.

Technical backstopping

- Provide technical support to the implementing partners in order to strength local capacities and ensure a correct implementation of the project in line with UPP internal guidelines and donor's requests;
- With support of Protection Coordinator and technical team, ensure that international guidelines and internal SOPs are respected in the set up of case management services, Child Friendly Spaces and Women and Girls Safe spaces;
- Ensure Age, Gender and Diversity approach is consistently applied in all activities through community and right base participatory methods;
- Ensure UPP Code of Conduct, Policies and guidelines are applied including Prevention of Sexual Exploitation and Abuse (PSEA).

Coordination & Representation

- Liaise and maintain good relations with local partners, other INGO and with all relevant stakeholders;
- Keep abreast of protection and health situation and represent UPP in relevant humanitarian coordination working groups and meetings;
- Maintain oversight and management of protection services in the assigned area, ensuring up to date service mapping and referrals;
- Liase with other UPP health and protection projects to ensure coordination and synergies at mission level;
- Represent UPP and participate to donor meetings, upon request of HoM and/or Desk Officer;
- Performing any other task relevant to the project and position assigned by the HoM and the Desk Officer.



- **Other**

Responsible for promoting the visibility of protection projects and the visibility of the organisation, in collaboration with the relevant departments;

- Carrying out other activities exclusively related to programmes of interest to the organisation in the area requested by HQ/HoM.

REQUIREMENTS:

Education & experience

- University degree in Social Sciences, Human Rights, International Affairs;
- 3 years professional experience in project management in international NGOs;
- Previous experience in safe space, WPE/GBV, CP or community-based protection projects (such as working with vulnerable persons and/or displaced populations);
- Excellent command of the project life cycle management with a special focus on administration and reporting actions;
- Proven capacities to plan activities successfully targeting results and objectives;
- Fluency in oral and written English is essential. Italian language skills are a strong competitive advantage;
- Working experience with local counterparts (CSOs, local NGOs, and others);
- Experience of writing project proposals;
- Experience in reporting on protection activities/issues.

Skills

- Proven communication and behavioral skills to work directly with affected communities;
- Experience of planning, organizing and prioritizing work, working under pressure and meeting deadlines;
- Solid team working and management skills in multicultural settings;
- Proactive attitude;
- Excellent computer literacy skills;
- Excellent oral and written Italian and English

UPP requires criminal background check certificate (released max 3 months before the date of job offer) to confirm a job offer. We are aware that in some countries the release of criminal background certificate by the competent authorities might require several weeks. However, UPP runs selections to deploy staff in emergency programs and time-lapse between job offer and field deployment is often very short. Thus, we kindly ask all candidates to get prepared on time and be able to submit their certificate promptly in case of success in the selection.

Desirable requirements:

- Knowledge of Arabic and/or Kurmanji;
- Working experience in NES or MENA;
- Excellent knowledge of the guidelines set out by AICS and/or other Italian and other donors.

OTHER REQUIREMENTS:

Un Ponte Per is an International NGO committed to diversity and inclusion within its teams, in line with the principle of non-discrimination. UPP encourages all candidates irrespective of gender, religion and ethnicity including persons with disabilities to apply and become part of the organization.

Ethical Conduct

Un Ponte Per | UPP – Associazione Non-Governativa di Volontariato per la Solidarietà Internazionale

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ONLUS: Iscritta alla Anagrafe delle Onlus AGEDRLAZ Prot. n° 0022455 del 27/03/2015 - ONG: Iscritta all'Elenco AICS Decreto n° 2016/337/000281/5 Partita Iva 04734481007 - Codice Fiscale 96232290583 CC Postale n° 59927004 - CC Bancario Banca Popolare Etica IBAN IT52 R050 1803 2000 0000 0100 790



UPP upholds all the minimum standards in terms of Ethical Conduct and strives to increase its standards over the minimum. **Zero tolerance** is reserved to Sexual Abuse and Exploitation and to Child Abuse, Violence, Harm, Injury and Negligence. By applying, any candidate assures that s/he has never breached any standard in terms of SEA and Child Safeguarding and that s/he will not in the future. For the protection of beneficiaries, communities and partners, UPP will conduct extensive reference check and vetting on shortlisted candidates, also over the contacts indicated by the candidate. Candidates are alerted that the required background check might compromise their privacy. Shortlisted candidates shall promptly provide an up-to-date criminal background check.

HOW TO APPLY: Interested candidates are invited to submit a detailed CV (PDF format) with the authorization to use and process data on the base of the EU Regulation 2016/679 - GDPR and a brief cover letter (PDF format) that includes the contact information for three Professional References (relevant and recent) to: vacancy@unponteper.it. Please reference **"NES Protection Project Manager - Name Surname"** in the subject line of your email application and name the files attached to your application as surname_name_CV, surname_name_CL, etc.

Be informed that UPP screens prospective colleagues through anti-terrorism/anti-money-laundering/anti-corruption/anti-fraud sanctions lists before job offer. Only shortlisted candidates will be contacted.
