

## Preliminary job information

Job Title	PROTECTION COORDINATOR
Country & Base of posting	NIGERIA – MAIDUGURI
Reports to	DEPUTY HEAD OF MISSION PROGRAMS
Creation / Replacement	CREATION
Duration of Mission	6 MONTHS MINIMUM

## General information on the mission

### Context

**Première Urgence Internationale (PUI)** is a non-governmental, non-profit, non-political and non-religious international aid organization. Our teams are committed to supporting civilians' victims of marginalization and exclusion, or hit by natural disasters, wars and economic collapses, by answering their fundamental needs. Our aim is to provide emergency relief to uprooted people in order to help them recover their dignity and regain self-sufficiency. The association leads on average 200 projects per year in the following sectors of intervention: food security, health, nutrition, construction and rehabilitation of infrastructures, water, sanitation, hygiene and economic recovery. PUI is providing assistance to around 7 million people in 21 countries – in Africa, Asia, Middle East, and Europe. Following the intensification of the Chad Lake conflict in Nigeria (North East of the Country), PUI opened its Nigerian mission in 2016. PUI is also assisting the Nigerian refugees in Cameroon.

### General Context :

With the biggest population in Africa, (between 178 and 200 million inhabitants), Nigeria is ranked as one of the first economy of the continent thanks to oil and petroleum products as well as mineral resources (gold, iron, diamonds, copper etc...). Despite a strong economy, Nigeria suffers from huge inequalities between rich and poor, and from a high rate of corruption, at every level. Moreover, a great ethnic diversity mixed with a federal mechanism make it a real powder keg. Within this volatile environment, the conflict in the North-East of the country (states of Borno, Adamawa and Yobe) and the linked widespread violence triggered a large scale humanitarian crisis.

### The conflict in the North-East

Boko Haram was created in 2001, with activity related to social actions and schooling. Over the years, the group started an armed rebellion against the government of Nigeria. Several members of the group were arrested, sparking deadly clashes with Nigerian security forces. The group's founder and then leader Mohammed Yusuf was killed while still in police custody. This was the beginning of the radicalization of the movement and of the conflict still affecting the area in the present days. In 2015, the Nigerian army received the support of an occidental military coalition (US, France, British). The same year, Boko Haram pledged allegiance to ISIS and ended up divided into two branches: ISWAP (linked to ISIS) and JAS (the historical branch).

This ongoing conflict as well as the absence of basic services have created acute humanitarian and protection needs for those impacted by the crisis, including refugees, internally displaced persons (IDPs) and local communities.

### Humanitarian consequences:

The armed conflict affected more than 14 million people, with 2 million forcibly displaced in the Lake Chad Basin region, and new displacement continues. Following the new conflict and military developments, several Local Governmental Areas (LGAs) of Borno State were deemed accessible to humanitarian aid by the Nigerian government. But outside of the capital cities, in the countryside, the security is not granted to the populations and to the humanitarian workers. Assessments conducted in newly accessible areas in Borno State revealed severe humanitarian and protection conditions. Still, many people remain inaccessible to humanitarian actors due to insecurity, particularly in Nigeria's Borno State and border areas of Cameroon and Niger.

As of January 2018, close to 1,300,000 refugee returnees have been registered in Nigeria, sometimes under conditions that have not been voluntary, safe and dignified. Many of these return movements have resulted in secondary displacements as many areas of origin remain insecure and inaccessible. Projection for 2018 forecast new displacement and arrivals from the inaccessible areas (around 200,000). In total, at least 1.32 million of IDPs are located in Borno State. 50% of them are living in host communities. Around 60% of those displaced are children and the number of female and child-headed households is on the rise because male heads of households have either disappeared, been killed or fear to return to join their families. Sexual and gender-based violence (SGBV) is widespread, and many people have suffered the trauma of violent experiences.

The Humanitarian Needs Overview (HNO) 2018 estimated some 7.7 million people in need of humanitarian assistance in Nigeria across the three states of the north east (Borno, Yobe and Adamawa) with most needs concentrated in Borno State. In determining the scale of the response for 2018 (more than 1 billion USD consolidated appeal!), humanitarian partners agreed to focus on states assessed as the most affected by the violent conflict, infrastructure destruction, mass displacement, ongoing insecurity and ensuing factors. The most critical areas requiring humanitarian assistance are located in Borno, Adamawa and Yobe states where millions of people are in need of urgent life-saving assistance.

PUI's strategy/position in the country	
<p>The main programmatic objectives of the mission for 2018 can be synthesized as follows:</p> <ul style="list-style-type: none"> <li>Continue and further develop the response to urgent needs of IDPs and Host Communities living in Maiduguri City through Food Security, Health and Nutrition activities.</li> <li>Further develop the integrated multi-sector response in Maiduguri City with the widening of the sectoral scope of PUI intervention by adding Protection, WASH... to the response portfolio (either directly or through coordinated approach with external actors)</li> <li>Continue and further develop the logistics support to the humanitarian community from Maiduguri City Warehouse</li> <li>Develop the opening of an additional operational base in Kukawa LGA with the provision of health and nutrition services for IDPs and host communities starting in July 2018.</li> </ul>	
History of the mission and current programs	
<p>PUI has been present in the region for more than a decade, implementing projects in Chad since 2004 and in Cameroun since 2008. In Cameroon, PUI is implementing a project in response to Boko Haram -related displacement in the Extreme North, and in Adamawa. In early 2016, PUI has conducted an assessment in Maiduguri which confirmed the emergency of the humanitarian situation and the need for a rapid intervention in order to address primary needs of people affected by the conflict in this area, especially those who had not received any assistance.</p> <p>The PUI Nigerian Mission has been officially opened in April 2016, with a focus on meeting urgent needs, including improving access to food commodities for Internally Displaced People (IDP) and host communities (HC), later adding Primary Health Care and Nutrition activities. This initial intervention was focused on populations living in Maiduguri. The progressive sectorial widening allowed to start implementing an integrated approach from 2017 in Bolori II Ward in food security, livelihoods, nutrition and health, with the support of ECHO, FFP, OFDA and CIAA/CDC, in line with PUI's global strategy. In 2018, PUI will further develop its comprehensive response by adding Outreach/Protection and WaSH to the existing country program in Bolori II, and will scale up its intervention with the opening of Kukawa LGA base, with the main objectives of reducing morbidity and mortality of the most vulnerable population and promoting protection amongst the whole affected community. The same donors are supporting the 2018 intervention.</p> <p>In parallel, PUI is supporting the coordination mechanisms and is running the common logistics platform for all humanitarian actors in Maiduguri, funded by the logistics cluster (WFP) since 2016 to this date.</p>	
Configuration of the Mission	
<b>BUDGET ESTIMATE 2018</b>	<b>15 MILLION EUROS</b>
<b>BASES</b>	<b>ABUJA (ADMINISTRATIVE OFFICE) MAIDUGURI (COORDINATION OFFICE), MAIDUGURI AND MONGUNO (FIELD OPERATION OFFICE)</b>
<b>NUMBER OF EXPATRIATES</b>	30
<b>NUMBER OF NATIONAL STAFF</b>	~250
<b>NUMBER OF CURRENT GRANTS</b>	6
<b>MAIN PARTNERS</b>	ECHO, OFDA, CDCS, CIAA, WFP, FFP, UNICEF
<b>ACTIVITY SECTORS</b>	Food Security (Cash transfer) Early Recovery and Livelihood (inception phase) Health (Primary Health Care) Nutrition WASH Protection - Community Outreach

## Job Description

### Overall objective

The Protection Coordinator enforces the mission's technical strategy and the quality of current and future programmes during the design, implementation, and evaluation stages. He/She provides support to the programme directors (Field Coordinators and Project managers) and ensures protection mainstreaming through a working relationship with other technical coordinators and MEAL department.

### Responsibilities and Fields of Activity

The Protection Coordinator position is a newly created position within PUI and aims at strengthening the capacity of the organization to

deliver on high quality protection programs. The Protection Coordinator will work under the Deputy Head of Mission Programs and in close collaboration with the other technical coordinators (Medical, MHPSS, Food Security and Livelihood) and the MEAL department in order to ensure that protection is well established within the organization.

- ▶ **Programmes:** He/She provides functional support, related to technical aspects, to program managers during programme implementation; he/she ensures technical guidance and capacity building of the protection team and Programs Department (technical unit and MEAL department)
- ▶ **Evaluation/Strategy:** He/She takes part in developing the operating strategy and proposes new services to respond to needs identified in the target country.
- ▶ **Human Resources/Training:** He/She provides support to programme department in hiring for technical positions, and supervises the technical training provided in response to identified needs;
- ▶ **Representation/Coordination:** He/She coordinates PUI's representation to partners, donors, and authorities within the sector, in the technical field of expertise, and ensures that information about the mission is properly distributed.

## Tasks and Responsibilities

### 1. COORDINATE THE PROTECTION COMPONENTS WITHIN CURRENT PROGRAMS AND MAINSTREAMING PROTECTION

- ▶ In close collaboration with the two Programs managers and Field Coordinators/DFC, he/she will coordinate:
  - Specific components of our current programs related to protection
  - protection mainstreaming in current and future programs;
  - new interventions and activities protection-oriented and protection-centred
- ▶ he/she supports other departments and coordinators in developing messages, tools, analysis and reports with a methodologically sound protection approach
- ▶ In close collaboration with PUI Partners, he/she contributes to improving the consortium protection analysis and adapted response beyond the component where PUI leads

### 2. PARTICIPATE IN DESIGNING AND REVISING THE OPERATING STRATEGY

- ▶ He/She monitors changes in humanitarian needs in the target country and proposes new services to his/her supervisor, ensuring that they fall within PUI's mandate and in the mission's country strategy.
- ▶ He/she contributes to the overall design and adjustments of the Mission strategy
- ▶ He/she advises the DhoMP/HoM on how to best position PUI in the different forums related to protection
- ▶ He/she advises PUI and take an active role during the development of the proposals
- ▶ He/she advises the DHoMP/HoM on how to strengthen/integrate protection in PUI's programming

### 3. TECHNICAL GUIDANCE AND CAPACITY BUILDING OF THE PROTECTION

- ▶ He/she technically supervises Protection Team in charge in the field (two operational bases)
- ▶ He/she assesses Protection team strengths, weaknesses and opportunities in relation to protection
- ▶ He/she develops and provides relevant protection trainings for PUI's team members in order to improve PUI's protection programs and mainstream protection across all levels of the organization.
- ▶ He/She supervises the organisation of outside protection training modules.
- ▶ He/She provides technical support to the program manager and coordinator in hiring for senior-level local protection positions (job descriptions, tests, and hiring interviews). He/She also participates in defining job profiles for expatriate protection managers.
- ▶ He/she guarantees exchanges and sharing information between Protection Team in Maiduguri and Kukawa for best practices

### 4. PARTICIPATE IN DISTRIBUTING INFORMATION AND REPRESENTING PUI

- ▶ He/She feels the flow of information in place between the field and the Coordination and within the coordination team itself. This mainly relates to providing technical coordination for everyone involved in the same area of activity, as well as in other service areas. They encourage the sharing of experience and knowledge within the group.
- ▶ He/She takes part as an active member in coordination meetings.
- ▶ He/She represents PUI to partners, donors, and authorities in meetings related to protection sector and coordinates with its teams for his/her technical area of expertise.
- ▶ He/she supports the development of advocacy positions to be shared with the Protection Working Group and to inform country-wide and international advocacy
- ▶ He/She proposes a system for managing information in cooperation with the MEAL Department.
- ▶ He/she advises the HoM/PC on how to best position PUI in the different forums related to protection.
- ▶ He/she attends meetings related to protection (donors, cluster, etc), along with relevant members of the team if needed

## Two main expected achievements

- ▶ Ensure the quality of PUI's current protection programs through capacity building, changes of structure, program design, protection internal mainstreaming, technical tools and guidelines etc.
- ▶ Suggest and design new protection components and/or programs methodologically sound and coherent with the humanitarian mandate and positioning of PUI

## Team management

Number of people to manage and their position (expatriate/local staff)

- ▶ Direct management: 0

- Functional management: Program teams related to protection, Technical Coordinators, MEAL department staff, Field Coordinators / Deputy Field Coordinator

## Required Profile

### Required knowledge and skills

	REQUIRED	DESIRABLE
<b>TRAINING</b>	Master in humanitarian project management/ business school/political sciences/social sciences/ law or other related field	► Training in Quality process management such as URD (compas dynamique) or SPHERE.
<b>PROFESSIONAL EXPERIENCE</b> <ul style="list-style-type: none"> <li>► Humanitarian</li> <li>► International</li> <li>► Technical</li> </ul>	<ul style="list-style-type: none"> <li>► At least 3 years in protection program management or a similar position in an international context</li> <li>► Experience in working in environments with similar protection threats as in Nigeria required.</li> <li>► Strong understanding of global protection principles and standards and relevant bodies of international law</li> <li>► Strong experience in protection mainstreaming and protection monitoring</li> </ul>	Experience in working in war/conflict countries will be an added value, as well as experience in PSS, SGBV, Advocacy/ Human rights
<b>KNOWLEDGE AND SKILLS</b>	<ul style="list-style-type: none"> <li>► Excellent English writing and speaking skills</li> <li>► Knowledge of project management and quality monitoring</li> <li>► Knowledge of donors (UN agencies, ECHO, EuropAid, OFDA, AAP, etc.)</li> <li>► Team management</li> <li>► Good and proven capacity to deliver trainings on protection</li> <li>► Good and proven public representation skills</li> <li>► Strong and proven capacity in diplomatically working among an integrated multi-cultural project team</li> <li>► Strong communication skills, ability to build trust and confidently navigate both internally and externally at different levels</li> </ul>	► Ability to work in unsafe situations
<b>LANGUAGES</b> <ul style="list-style-type: none"> <li>► French</li> <li>► English</li> <li>► Other (specify)</li> </ul>	X	X  Hausa
<b>SOFTWARE</b> <ul style="list-style-type: none"> <li>► Pack Office</li> <li>► Other (specify)</li> </ul>	X (Word, Excel (advanced), Outlook, Powerpoint)	SIG, statistics, database

### Required Personal Characteristics (fitting into the team, suitability for the job and assignment)

- Ability to provide/structure instructions clearly and concisely both orally and in writing
- A high sense of discretion and integrity when dealing with sensitive protection information
- High degree of responsibility, initiative, alertness, emotional stability, the ability to prioritize a heavy workload and to delegate accordingly
- Professional attitude and the ability to build successful working relationships with contacts outside of the projects. Demonstrate an integrated approach and attitude through normal work activities and a thorough understanding of community-based protection issues in the country of operation
- Self-motivated, flexible and adaptable to the needs of the team and organization
- Strong commitment to support/develop capacity of national staff and developing second layer of leadership
- Team player: proven management ability and inter-personal skills
- Excellent communication skills
- Problem solving and leadership skills
- Ability to work independently while taking initiatives and showing a sense of responsibility

- ▶ Sense of diplomacy
- ▶ Analytical skills
- ▶ Organization, rigor and ability to meet deadlines
- ▶ Ability to live in a large community
- ▶ Ability to work in volatile and secluded contexts

## Conditions

### Status

- ▶ **EMPLOYED** with a Fixed-Term Contract

### Salary Package

- ▶ **MONTHLY GROSS INCOME:** from 2 200 up to 2 530 Euros depending on the experience in International Solidarity + 50 Euros per semester seniority with PUI

### Costs Covered

- ▶ **COST COVERED:** Round-trip transportation to and from home / mission, visas, vaccines...
- ▶ **INSURANCE** including medical coverage and complementary healthcare, 24/24 assistance and repatriation
- ▶ **HOUSING** : in collective accommodation
- ▶ **DAILY LIVING EXPENSES** (« Per diem »)
- ▶ **BREAK POLICY:** 5 working days at 3 and 9 months
- ▶ **PAID LEAVES POLICY:** 5 weeks of paid leaves per year + return ticket every 6 months