

Senior Officer, GBV

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Company: International Medical Corps

Location: Pakistan

Category: business-and-financial-operations

JOB SUMMARY:

This position will be managing the GBV project in his/her area of responsibility and supporting the team in the project implementation and will act as the technical focal point for the GBV activities.

To perform this job successfully, an individual must be able to perform each essential function with or without reasonable accommodation:

MAIN TASKS AND RESPONSIBILITIES

- Oversee implementation of case management, psychosocial support activities, awareness raising sessions, trainings and any other GBV activity implemented in the field.
- Provide technical advice on GBV case management and psychosocial support to GBV case managers, in addition to overseeing the case management process through supervision and follow up to case managers.
- Regularly initiate case file audit and make sure that all necessary forms and reports are kept filed and updated.
- Provide technical supervision to the social workers and oversee the timely and quality implementation of all PSS and awareness activities, in addition to any other GBV activity implemented by the team.
- Ensure coordination and collaboration with other IMC departments, local and international NGOs, UN agencies, and other stakeholders to ensure holistic support for survivors, including participation in strengthening GBV SOPs and referral pathways.
- Provide input on program development and recommendations, as required.

- Ensure programming is on track; reporting daily on important issues that require supervisor feedback and decision making.
- Facilitate trainings on staff skills and programmatic activities, while regularly monitoring and evaluating capacity building for the team.
- Contribute and regularly update service mapping of service providers within your area to ensure that caseworkers are informed of all relevant and available services.
- Identify protection concerns, challenges and gaps of vulnerable persons within the community you are working in, develop a response plan to address them, and report them; i.e. any trends should be reported to the area manager and GBV manager and advocate for gaps in GBV response.
- Attend working groups, meetings, and other training as requested or when needed.
- Provide constant feedback to the GBV manager and coordinator about trends, gaps, needs and programmatic challenges and successes in order to adjust the program accordingly.
- Prepare qualitative and quantitative monthly reports and support the GBV social workers and case managers in preparing their reports and data workbooks.
- Keep track of beneficiary data and program documentation.
- Contribute to information-sharing and data management systems.
- Oversee the management of the women and girls safe spaces in his/her area of responsibility.
- Support in writing proposal, need assessment, FGDs and opportunities for new projects under GBV.
- Support the GBV manager and coordinator in designing new guidelines and SOPs.
- Conduct any other programmatic tasks as requested by the GBV manager.

Perform other duties as assigned. The duties and responsibilities listed in this document are representative of the nature and level of work assigned and not necessarily all inclusive.

Job Requirements

MINIMUM QUALIFICATIONS

- Typically, a Bachelor's degree in Social Work, Sociology, or related field. Equivalent combination of relevant education and experience may be substituted as appropriate.
- Typically, 5+ years of experience in team management in a humanitarian program;
- Previous experience working with GBV survivors.
- Previous experience in GBV programming
- Experience in delivering trainings
- Knowledge of, respect and empathy for the communities we are working with

- Commitment to advancing women rights and women empowerment. Very good listening and communication skills.
- Good interpersonal and influencing skills. Good facilitation skills – capable of managing and facilitating group discussions with program participants, local officials, partners and all levels of staff.
- Fluent English

Desirable

- Experience in using Primero;
- Familiarity with GBV minimum standards and other global GBV guidelines.
- Previous experience in supervision of GBV case management;
- Previous experience in developing guidelines and SOPs;
- Experience in working closely with community members throughout a program cycle
- Experience in or understanding of program accountability principles
- Experience in co-chairing working groups.

Additional Technical or Language Requirements Pushto

Code of Conduct

As applicable to this position, an individual must promote and encourage a culture of compliance and ethics throughout the organization and maintain a clear understanding of International Medical Corps' and donor compliance and ethics standards and adheres to those standards. Staff are also responsible for preventing violations to our Code of Conduct and Ethics, which may involve Conflicts of Interest, Fraud, Corruption or Harassment. If you see, hear or are made aware of any violations to the Code of Conduct and Ethics or Safeguarding Policy, you have an obligation to report. If this is a supervisory position, one must set an example of ethical behavior through one's own conduct and oversight of the work of others; ensure that those who report to you have sufficient knowledge and resources to follow the standards outlined in the Code of Conduct & Ethics; monitor compliance of the people you supervise; enforce the Code of Conduct & Ethics and International Medical Corps' policies, including the Safeguarding Policy and the Protection from Harassment, Bullying and Sexual Misconduct in the Workplace Policy, consistently and fairly; support employees who in good faith raise questions or concerns.

Safeguarding

It is all staff shared responsibility and obligation to safeguard and protect populations with whom we work, including adults who may be particularly vulnerable and children. This

includes safeguarding from the following conduct by our staff or partners: sexual exploitation and abuse; exploitation, neglect, or abuse of children, adults at risk, or LGBTI individuals; and any form of trafficking in persons.

Equal Opportunities

International Medical Corps is proud to provide equal employment opportunities to all employees and qualified applicants without regard to race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability or status as a veteran. Share this job as a link in your status update to LinkedIn.

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