



**HR firm**

SPECIALIST OF THE HUMANITARIAN SECTOR

IS RECRUITING ON BEHALF OF



**INTERSOS**

## A HEAD OF MISSION- YEMEN

Do you want to take part in an organization promoting a multi-sectoral approach for better access to beneficiaries with a focus on the protection dimension ?

Your ability to manage high volume assignments in complex security environments and your negotiating skills made your professional reputation ?

**THIS JOB GIVES YOU THE OPPORTUNITY TO HAVE A STRONG IMPACT !**

Contract duration 12 months renewable

Duty station Sana'a with frequent travel to Aden

Minimum experience 5 years on a similar position

Date of start July 2022

Deadline to apply 30.06.2022

## About Intersos

INTERSOS is a humanitarian organization on the front line of emergencies, providing assistance to victims of armed conflict, natural disasters and extreme exclusion with particular attention to protecting the most vulnerable people in 22 countries.

INTERSOS took its first steps in Somalia in 1992 and since then, have been helping people affected by humanitarian crises by providing first aid, food, shelter, medical assistance and basic necessities.



In 2020, a total amount of nearly 171 projects were led by the organization covering the following sectors : protection (64%), health and nutrition (19%), water, sanitation and hygiene (5%), food security (6%), education in emergencies (5%) and shelter and settlements (1%).

## Context of the position in Yemen

Seven years since fighting broke out in 2015, Yemen remains the largest humanitarian crisis worldwide. The conflict has direly impacted on the Yemeni socio-economic system, causing the collapse of critical public services, displacing more than 4 million people, and dragging over 80 per cent of the population below the poverty line. As a result, 23.4 million people, around 80 per cent of the total population, are in need of humanitarian assistance.

In spite of the ongoing conflict and widespread threats to individual safety and dignity, Yemen keeps being a transit country for mixed migrants from the Horn of Africa, in particular from Somalia, Ethiopia and Eritrea. By the end of 2021, Yemen hosted about 102,000 refugees and asylum seekers and 192,000 migrants, all largely dependent on humanitarian assistance to meet their most basic needs.

In 2021, INTERSOS continued running humanitarian programs in Northern and Southern governorates. The multi-sectoral response approach includes integrated health and nutrition programs (with support to static facilities and through mobile teams); identification and care of vulnerable people in need of protection services as well as prevention activities to strengthen protective environment; enhanced access to water, sanitation and hygiene services; economic recovery and livelihood development for vulnerable individuals; and financial support to enable access to higher education.

Since COVID-19 outbreak in April 2020, INTERSOS has worked to suppress transmission of the virus by mobilizing community volunteers to raise awareness about preventative measures. It has also supported the healthcare system to avoid disruptions in the provision of health and nutrition services, training health workers on COVID-19 case management and distributing personal protective equipment and infection prevention and control supplies. Since October 2021, INTERSOS has then contributed to the

roll-out of the COVID-19 vaccination campaign, supporting 2 vaccination centers and conducting risk communication and community engagement activities to increase COVID-19 vaccination acceptance and demand.

Overall, INTERSOS interventions in the country are directed at people affected by the conflict (IDPs, returnees and host communities) – both in rural and urban areas, refugees, asylum seekers and migrants, with a specific focus on women, girls and children (including unaccompanied minors) and people with special needs.

## Your main responsibilities

You hierarchically supervise a team of ten (10) local and expatriates coordinators and an internal auditor. You are supported in your mission by the presence of two (2) deputies ( 1 in the North, 1 in the South).

**Under the direct supervision (hierarchical/functional) of the regional director based in Amman, the head of mission represents the organization and is responsible for the planning, management and implementation of the country program on the basis of defined strategies and indications.**

### **Mission 1. Ensure the communication with stakeholders and the representation of the organization**

- Establish and maintain collaborative relations with local authorities and institutions, donors, international agencies, NGOs and other stakeholders ;
- Follow up, guarantee and monitor government recognition procedures for the organization in compliance with the host country formalities ;
- Monitor donor's priorities and intervention strategies in the country as well as to map and approach new donors.

### **Mission 2. Ensure the planning and the implementation of the country operations**

- Define country priorities based on context and needs analysis; monitor donor intervention strategies in the country; design, promote and elaborate new interventions;
- Assess, promote and submit new projects, following the procedures defined and promoting a spirit of participation among beneficiaries at all management stages, ensuring the transparency of the intervention;
- Supervise, monitor and evaluate the implementation of the country operations - and all related administrative, financial, human resources, logistics and security aspects - ensuring timely and quality assistance delivery, as well as cost efficiency and accountability, in compliance with INTERSOS and donors guidelines, regulations and procedures.

### **Mission 3. Information and reporting**

- Continuously assess, analyze and evaluate the impact of the country operations, also through periodic visits to the areas of intervention ;

**Mission 4. Finance management**

- Define the mission financial plan, ensuring self-sufficiency and consistency of expenses, and assume responsibility for the mission funds management, including bank accounts.

**Mission 5. Human resources management**

- Coordinate, guide and supervise the mission staff, and evaluate their performance ;
- Ensure the respect for the values, code of ethics and organization management and control model of INTERSOS within the mission ;
- Ensure personnel compliance with procedures foreseen by INTERSOS' organization management and control model ;
- Proactively participate in relevant coordination meetings

**Mission 6. Security management**

- Validate all the mission security plans (Capital and projects);
- Interact on the Country security issues with HQ (Security Referent) and relevant actors;
- Hold final responsibility for any decision concerning security.

## Your profile

- Very good control of the entire project cycle: needs assessment, logical framework, budgeting, monitoring, follow-up, evaluation, capitalization
- **Confidently able to deal with authorities and donors (competences in negotiations and humanitarian access)**
- Proven experience in management of UN, BHA, ECHO funds
- **Excellent capabilities in context analysis (ability to understand quickly and take appropriate actions)**
- **Proven competence in risk management, security management and control of related mechanisms**
- Good knowledge of Microsoft suite
- **Fluency in English (verbal and written)**
- Arabic (an asset)

### EDUCATIONAL BACKGROUND

- University degree in social sciences, political sciences, international relations, humanitarian and international cooperation or related field

### SOFT SKILLS

- Adaptability and availability
- Successful leadership: collaborative and proactive approach to work
- High flexibility
- Ability to show humility
- Very good stress management skills
- Ability to support the capacity building of its team
- Good capacity to manage conflicts in a positive way good ability to take a step back and negotiation skills
- Ability to integrate and work well within multi-ethnic and multicultural team

### PROFESSIONAL EXPERIENCES

- **At least 5 years of professional work experience as a Head of Mission or other management/coordination positions in humanitarian contexts.**
- **At least 1 year experience in a degraded security environment-**
- Proven experience in management of large team
- Direct experience in protection and health programs (an asset)
- One experience in the Middle East area, preferably in Yemen an asset)

## Details of the conditions

DUTY SATION	Sana'a with frequent travel to Aden- Working in remote from Amman while waiting for the visa
STARTING DATE	JULY 2022
CONTRACT DURATION	Fixed term contract of 12 months (renewable)
INDICATIVE SALARY	54000-66000 euros annual gross salary
EXPATRIATE PACKAGE	Guest house accomodation ( single room) Return ticket to the mission + intermediate plane ticket to country of residency R&R policy every 8 weeks of continued work in the field. 600 USD R&R allowance 30 annual day leaves/year+ 15 days (public holidays) Intersos is covering the expenses for visa, travels, health/life insurance, medical certificate/vaccines prior to departure

### LOOKS LIKE YOU ?

Send your application (CV + cover letter) with the reference « INTERSOS/HOM/YEMEN » at : [recrutement@humanitalents.com](mailto:recrutement@humanitalents.com) before **the 30 th of June 2022\***.

*\*Humanitalents reserves the right to process applications before the closing date mentioned above*

*\* Only candidates with valid travel documents are allowed to apply*

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