



Security and Safety Manager - Vacancy

Position: Security and Safety Manager

Reports to: General Director

Functionally coordinates with: Head of International Department and CR/HoMs

Location: Iraq with field missions in NES, Lebanon, Jordan and eventual other countries relevant to UPP operations. (Other locations in the region might be considered upon prospective employee conditions).

Closing date: 27th May 2018

Starting date: by June 2018

Duration: 3 months probation plus renewal

Salary: TBD upon candidate experience

Context

Un Ponte Per... (UPP) is an NGO founded in 1991. It started its activities as “Un ponte per Baghdad”, aftermath of the war in Iraq, with the aim of promoting solidarity in favor of the Iraqi population. Later on, UPP extended its operations other Middle Eastern and Mediterranean countries and Balkans. UPP mission focuses on preventing new conflicts, protecting human rights and supporting civil society, through a wide range of interventions such as awareness raising, advocacy campaigns, solidarity vans and delegations, humanitarian aid and development projects as well as peacebuilding. UPP is concretely based in Iraq since 1991 where it is regularly registered. Since 2012 UPP implements several programs to assist Syrian refugees and Iraqi IDPs. In 2016 UPP started a programme of humanitarian operations in the North East of Syria.

Learn more at: www.unponteper.it

Role and Responsibilities

The Security and Safety Manager is responsible for the oversight of the organizational strategy and settings to ensure staff safety and security throughout UPP duty stations as it follows:

- Concrete and detailed assessment of UPP duty stations and project locations against risks and threats to safety and security;
- Creation and updating of evacuation and security plans by duty station;
- Creation and updating of safety and security SOPs;
- Training of local security focal points;
- Training of all staff on safety and security awareness and procedures;
- Monitoring all sensitive movements and critical conditions at UPP duty stations and security clearance;
- Prompt early warnings circulation to relevant staff against upraising of critical conditions;

Un ponte per... | UPP – Associazione Non-Governativa di Volontariato per la Solidarietà Internazionale

Sede Nazionale: Via Angelo Poliziano 18-20-22, 00184 Roma - Italia

tel. (+39) 06 44 70 2906 - fax: (+39) 06 44 70 3172 - e-mail: info@unponteper.it - web site: www.unponteper.it

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



- Receiving incident reports and supporting in investigation;
- Crisis management in coordination with Crisis Management Team;
- Hold regular rotation meetings on safety and security by UPP duty stations, with Italy representatives, UN and other relevant networks in the field (presence meeting or remotely).

Essential Requirements:

- Sound knowledge of safety and security standards;
- Demonstrable experience and exposure to NGO Security including assisting international organizations in developing a strategy and operational plans to ensure staff safety and security;
- Demonstrable knowledge of Middle East countries;
- High stress management skills;
- Ability to travel throughout the countries of the Region without restrictions;
- Fair training skills and ability to develop and deliver training curriculums;
- Experience in hostile and stressful environments;
- Excellent leadership skills;
- Excellent oral and written English. Knowledge of Arabic and/or Italian is a strong asset.

UPP strives for global disarmament and therefore we privilege candidates with a non-military and non-security-contractors background.

How to apply: Interested candidates are invited to submit a detailed CV, a brief cover letter to address the requirements above and contact information of three professional references to: vacancy@unponteper.it . Please reference; “Safety and Security Manager” in the subject line of your email application. Only shortlisted candidates will be contacted.