

REPUBLIC OF LEBANON
MINISTRY OF SOCIAL AFFAIRS

Vacancy Announcement

GBV in Emergency Coordinator

Terms of Reference

Summary

Title	GBV in Emergency Coordinator
Purpose	Support the Ministry of Social Affairs in the coordinator of GBV sector and implementation of MOSA response “Building Resilience & Development Program” National Work Plan
Location	Ministry of Social Affairs – Beirut (with frequent mission to the field)
Duration	12 months
Start Date	As soon as possible
Reporting to	Manager of Emergency Response Unit

Background

Lebanon is currently facing one of the most dangerous crises in its modern history, resulting from the massive influx of more than 1.5 million Syrians into its territory, the majority being women and children. They live in difficult conditions and are distributed among the poorest Lebanese regions, rendering them and their hosting communities more vulnerable.

The Government of Lebanon in collaboration with the United Nations, has developed the Lebanon Crisis Response Plan 2015-2016 which addresses three key priorities:

- 1) Ensure humanitarian assistance and protection for the most vulnerable among the displaced from Syria and the poorest Lebanese
- 2) Strengthen the capacity of national and local service delivery systems to expand access to and quality of basic public services
- 3) Reinforce Lebanon’s economic, social, environmental, and institutional stability – emphasizing opportunities for vulnerable youth to counter the risk of radicalization. Its strategic direction was welcomed by the international support group to Lebanon at the Berlin conference on the Syria refugee situation, in October 2014.

In this respect, and in commitment to its leading role in fulfilling these priorities, the Ministry of Social Affairs has signed a collaboration program with UNICEF under the title “Building Resilience & Development Program” which has become MoSA’s National Plan for Safeguarding Children and Women in Lebanon.

The Plan aims to provide the possible and best protection services to girls, boys, women and service providers in the fields of child protection, GBV and health. It also aims at supporting the Ministry in better structuring the child and women protection sectors both on the local and national levels to build the capacity of national protection systems.

Justification

The Ministry of Social Affairs will contract the services of a Gender Based Violence in Emergency Coordinator to provide technical assistance and support to the Emergency Response Unit in ensuring timely representation of MOSA positions in the SGBV task force and support for the implementation and monitoring of GBV related activities in coordination with the concerned divisions at MoSA (GBV, Juvenile Protection and divisions and other relevant departments).

Summary of tasks

- Support the national authorities and other GBV related stakeholders to coordinate with the National Technical Taskforce to End Violence Against Women (NTFF), SGBV Taskforce and the SGBV sector's response to the Syria crisis and represent MOSA in the SGBVTF as the co –lead of the working group and work closely with the other co-leads (UNICEF and UNHCR) at national and regional level.
- Ensure the management of GBV emergency portfolio for optimal coherence and impact, making use of existing GBV policies, information system and good practice guidelines, both national and internal ones.
- Contribute to the development of log frame for GBV interventions to be implemented in the MOSA national Plan to Safeguard Children and Women
- Coordinate from the MOSA side the GBV response of the international community (UN and NGOs), sharing information, planning and monitoring progress.
- Liaise with concerned committees, stakeholders, and units, including international and national organizations
- Support in the preparation and review of proposals and budgets of MOSA emergency GBV related activities
- Undertake visits to the different SDC's and internally report with MoSA concerned departments on GBV interventions progress and constraints
- Coordinate the capacity building initiatives and trainings on GBV related topics including for MOSA, including SDC's workers in close collaboration with the relevant Ministry's department
- Contribute to inter-agency initiatives on GBV reflecting MOSA strategy and policy including joint need assessment, development of strategy, tools, mobilization of resources, identification of priorities
- Facilitate relevant meetings to be held at MOSA and keep a record of the proceedings.
- Coordinate with the relevant MoSA departments, committees and emergency team at the central and local levels on reporting / follow up / supervision of the GBV sector response and activities in the emergency.
- Create a core group formed by representatives from the different departments inside MoSA related to GBV in emergency sector and liaise with the SGBV Task Force
- Keep an updated file about all activities conducted by the different departments of MoSA and HCC related to GBV sector.
- Coordinate with the different coordinators of multiple sectors inside MoSA - to update about GBV sector activities, through inter-sectorial meetings - upon needs.

KEY ACCOUNTABILITIES and DUTIES

The GBV in Emergency Coordinator will support the Ministry of Social Affairs (MOSA) in the implementation of GBV sector response as follows:

- Co-lead all SGBV coordination meetings in Beirut and the field and chair meetings; ;
- Meet periodically, twice a month, with other co-leads to discuss, consider and take key decisions regarding coordination and programmatic response;

- Support MOSA departments and other government agencies to coordinate GBV programmatic response within SDCs in close coordination with UNICEF.
- Coordinate the emergency related capacity building initiatives and trainings on GBV related topics including for SDC's workers
- Prepare and review proposals and budgets related to the emergency for the MOSA concerning GBV in close collaboration with the relevant departments

Expected background and Experience

- Advanced university degree in social work, international relations, law, public health, or relevant field.
- A minimum of 5 years of experience in GBV programming in emergency/or armed conflict contexts, especially in the psychosocial sector.
- Knowledge of the Lebanese public administration and sector organization is a must.
- Knowledge of International Standards for GBV programming and coordination in emergencies (IASC Guidelines, UNICEF core commitments for children in humanitarian action)
- Knowledge of current GBV/VAW policies and services
- Fluency in Arabic (verbal and written). Good written and spoken skills in the language of the humanitarian operation: English.

Competencies:

- Communication skills and ability to successfully and effectively liaise with people in a wide range of functions in a multi-cultural environment
- Capacity to maintain Interpersonal relations
- Conflict resolution skills
- Minor management abilities
- Time and self-management aptitudes
- Ability to have strong believes in the represented agency's positions
- Demonstrate understanding of issues related to confidentiality, data safety and other ethical concerns related to the sharing on sensitive data
- Offer great organizational skills and efficiency in meeting commitments, observing deadlines and achieving results
- Display cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Treat all people fairly without favoritism
- Build strong relationships with partners, focus on impact and result for the and respond positively to feedback
- Ability to work in a multicultural environment with sound understanding and capability to empower and develop the capacity of national counterparts

To apply for this position, kindly send your resume with a cover letter to the following address, by Friday May 1, 2015: **hr.mosa@outlook.com**.

The email subject should be the position title.