



**Title:** GBV Program Manager

**Location:** Amman

**Country Office:** Jordan and Palestinian Territories

The International Rescue Committee (IRC) responds to the world's worst humanitarian crises and helps people to survive and rebuild their lives. Founded in 1933 at the request of Albert Einstein, the IRC offers lifesaving care and life-changing assistance to refugees forced to flee from war or disaster. At work today in over 40 countries and 22 U.S. cities, we restore safety, dignity and hope to millions who are uprooted and struggling to endure. The IRC leads the way from harm to home.

**Background:**

The 2012 Program, funded by BPRM, is designed around two objectives: The first focuses on improving the outreach of Community Based Organizations, ensuring that higher quality services and referrals are available to GBV survivors in the Iraqi refugee and surrounding communities. The second component seeks to assist National Institution and Partners in developing a Behavior Change Communication Campaign. IRC seeks to hire an experienced GBV Program Manager for this project.

**Scope of Work:**

The GBV Program Manager will be responsible for the overall implementation of this 12-month project. With technical support from the New York based Women's Protection and Empowerment Technical Advisor and management support from the Program Coordinator, the GBV Program Manager will ensure that the goals and objectives of the project are met in a timely and effective manner. He/she will provide appropriate mentorship to two GBV officers and promote coordination among the local stakeholders. The GBV Program Manager will report to the Program Coordinator.

**Responsibilities:**

***Project Management, Implementation, and Monitoring***

- Assume primary responsibility for daily project management and implementation, and ensure compliance with the donor agreement and project proposal, notifying the Program Coordinator immediately if issues arise
- Take the lead in project planning, and oversee program implementation and budget expenditures to ensure effective use of resources against planned activities and expected outputs

- Collaborate with the Program Coordinator and finance department in preparing sub-agreements and/or MoUs with project partners
- Monitor project partners' sub-grants (in close coordination with finance) and help to mobilize resources to ensure project sustainability, wherever possible
- Ensure adequate project monitoring and evaluation systems are in place to collect information and consolidate data to demonstrate impact and inform ongoing program design
- Supervise GBV officers in working with CBOs to ensure proper and relevant capacity building and support is provided, as needed for quality interventions
- Compile and prepare quality monthly and periodic project progress reports, as well as the final report, and feed in other information as required by donors, the Regional Office and the Technical Unit in NY.
- Perform regular monitoring visits to project sites

### ***Capacity Building***

- Lead the IRC GBV team in the provision of technical support, through capacity building of partners including CBOs
- Develop and lead training and other capacity building efforts to develop knowledge and skills around case management, GBV core concepts, referral mechanisms and community-outreach and mobilization for local partners
- Assist in identifying and working closely with consultants; work with a consultant to design and implement training in behavioral change communication, to address the negative gender and social norms that underpin the occurrence of GBV
- Support staff to implement, follow up and monitor plans for all training and capacity building efforts
- Provide ongoing mentorship and guidance to staff and partner agencies to ensure programming meets best practice standards and guidance around GBV in humanitarian settings

### ***Coordination and Advocacy***

- Participate in IRC Jordan regular meetings, reviews, strategic planning; and assist in preparation of new initiatives for the GBV program in Jordan
- Ensure that project activities are in line with the new Law of Protection from Domestic Violence, the National Framework for Family Protection and other national and international standards, laws, and policies, in all activities
- Identify ways to join in-country advocacy efforts to promote a safer environment for women and girls in Jordan
- Ensure regular communication with IRC GBV team and the Program Coordinator regarding the Project's progress and processes
- Ensure active collaboration, information sharing and joint meetings between the project and local authorities, donors and others stakeholders to identify and strengthen support for project activities and avoid duplication

### **Requirements:**

- 3 years program management experience in the field of gender-based violence working with conflict-affected populations, host communities or in urban settings

- Master's degree in Gender/ Women Studies, social work, public health, international affairs or other appropriate fields a plus (or a BA in related field with a long experience in a similar field)
- Understanding of international standards and guidance around GBV in humanitarian settings
- Excellent English writing skills required and knowledge of Arabic is desirable.
- Belief that GBV is a human rights violation and drive to constantly seek creative methods to develop an environment where women and girls can thrive
- Demonstrated ability to work with and train local stakeholders such as local authorities, health service providers and NGOs including grass-root organizations
- Demonstrated experience with all aspects of project management
- Demonstrated experience managing and supporting staff
- Competency in writing progress and donor reports
- Experience in working with Iraqi refugees a plus
- Experience in an urban emergency setting with dispersed refugee populations a plus

### **Work Environment**

This position will be based in Amman, Jordan with frequent field visits within Amman and Irbid governorates. GBV Program Manager will live in a well furnished shared housing in Amman, Jordan. The position is unaccompanied.

**To apply for this position please go online to**

<http://tbe.taleo.net/NA2/ats/careers/requisition.jsp?org=IRC&cws=1&rid=7577>

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