

JOB DESCRIPTION

Job Title:	Senior Conflict and Security Adviser
Location:	London with frequent travel. Other locations will be considered for right candidate, with a preference for Brussels, Washington DC or at one of our country offices.
Reporting to:	Head of Conflict Advisory Unit
Salary:	£43,000 - £50,000
Contract terms and hours:	Open contract. Standard working week is 37.5 hours

Background:

Saferworld is an independent international organisation working to prevent violent conflict and build safer lives. We work with people affected by conflict to improve their safety and sense of security, and conduct wider research and analysis. We use this evidence and learning to improve local, national and international policies and practices that can help build lasting peace. Our priority is people – we believe in a world where everyone can lead peaceful, fulfilling lives, free from fear and insecurity. We are a not-for-profit organisation operational in 12 countries across Africa, Asia and the Middle East.

The successful candidate will work within Saferworld's **Conflict Advisory Unit (CAU)** within the Policy, Advocacy and Communications division (PAC). The CAU provides high-quality advisory support to influential external actors, whilst working with programmes and other teams across Saferworld to capture and promote learning and good practice on adopting **conflict-sensitive approaches**. We work closely with a range of external **CAU partners** including donor institutions, INGOs, CSOs, financial institutions and the private sector to support the uptake of more conflict-sensitive ways of working.

You will focus on supporting Saferworld's **conflict sensitivity** portfolio. As a recognised leader in the field of conflict sensitivity, Saferworld works with a wide range of international donors, multilateral organisations, international humanitarian and development NGOs, local civil society actors and private sector and commercial groups, to support efforts to integrate conflict-sensitive approaches, both into specific programmes as well as into their standard operating procedures. We work closely with country programmes to ensure our own practices and programmes meet the highest standards of conflict sensitivity, whilst building internal capacities to promote conflict-sensitive action in others.

Job purpose:

The Senior Adviser will work closely with the Head of CAU to **develop and implement CAU strategic vision**, taking a lead on at least one key workstream within the strategy, and overseeing several high-value, strategically important projects within the CAU portfolio. This may involve working with a range of humanitarian and multi-mandate actors, organisations and institutions to promote both conflict sensitivity and progress on the localisation agenda in conflict-affected contexts. The bulk of the work involves supporting internal reform processes aimed at improving effectiveness of agencies operating in conflict-affected contexts; research, analysis and dissemination of learning and experience on how actors can operate in more locally-led and conflict sensitive ways; feeding learning into wider global policy discussions, and; generating new work in line with Saferworld and CAU strategic priorities. The Senior Adviser will deputise for the Head of Conflict Advisory Unit, and work closely with staff in the CAU, wider PAC and programme teams to support and inform wider strategic priorities and programmes.

Senior advisers are senior staff members in Saferworld, and expected to show considerable leadership within the organisation, including managing staff, resources and strategic work areas.

Roles and responsibilities:

1. Provide high-quality and timely technical support and research on conflict sensitivity to CAU and Saferworld strategic partners including humanitarian and development agencies, multi-lateral organisations, local civil society and corporate actors

- Oversee management of strategically important projects within the CAU portfolio, including quality assuring work of other Saferworld staff members, partners and consultants, and ensuring delivery of products in line with quality expectations and in compliance with contractual obligations
- Provide high-quality advisory support to encourage the integration of conflict sensitivity into the work of strategic partners
- Design, manage and conduct research activities that advance Saferworld's and partners' understanding of key conflict-related challenges and responses
- Design and deliver tailored capacity building programmes for external partners, using a range of different capacity development approaches (training, accompaniment, mentoring)

2. Support CAU strategic development and deputise for Head of CAU

- Working with the Head of CAU and other senior managers in Saferworld, support the development and implementation of an integrated CAU strategic plan, taking a lead on delivery of at least one dedicated workstream within that strategy
- Organise and convene biannual outcome harvesting and strategic reflection processes (in collaboration with Head of CAU and team members). When required, convene and chair weekly CAU team meetings. Attend wider organisational coordination meetings as required
- Contribute to the design, monitoring and evaluation of Saferworld's policy, advocacy and communications work and the feeding of relevant lessons into ongoing strategy development and programme design
- Manage at least one Conflict and Security Adviser, with potential for further direct reports as the team grows

3. Generate new funding opportunities and donor relations

- In coordination with the funding team, actively explore new funding opportunities for Saferworld's work, with a focus on conflict sensitive humanitarian action
- Play a lead role in drafting concept notes, funding proposal and budgets
- Manage a range of consultancy projects for different donors and partners, ensuring projects are delivered to a high standard, including ensuring accurate reporting and monitoring of project funds

4. Work closely with Saferworld programmes and teams to support the integration of conflict sensitive practices, and capture and disseminate learning

- Work with specific country teams to jointly develop and implement national-level strategies that reflect our global policy objectives, and will in turn inform them
- Provide capacity building to Saferworld staff and partners and support them in relation to relevant policy processes or thematic areas, especially related to conflict sensitivity
- Contribute to, and support the development and implementation of other PAC-led strategies and country programmes as appropriate, including identifying and building on synergies between policy plans/strategies and regional/country programmes

5. Develop and maintain strategic partnerships and coalitions

- Initiate, develop and maintain positive working relations with strategic partners in the policy community and with practitioners, including humanitarian and development agencies, multilateral organisations, government departments, think-tanks, universities and private/ corporate actors.
- Ensure that how we engage with partners is consistent with Saferworld's principles and values

6. Support organisational learning, monitoring and evaluation

- Work with other members of CAU, the policy and programme teams, regional advisers, and senior management to further strengthen processes for cross-organisational learning on key policy processes and thematic issues
- Participate actively in, and strengthen, internal MEL systems, including regular outcome harvesting

Key working relationships

- **Colleagues in Policy, Advocacy and Communications division** – work collaboratively, sharing information, providing advice and guidance in relation to own specialist thematic knowledge
- **External stakeholders** – provide advisory support to strategic partner organisations, donors, international institutions, governments and the corporate sector. Developing relationships. Offering tailored strategic advice aimed at maximising the potential positive impacts of interventions on peace.

- **Colleagues in country programmes** – providing advice and support on thematic issues with a focus on conflict sensitivity; facilitating lesson-sharing processes
- **Colleagues in fundraising, finance and operations** – providing technical support for fundraising proposals, reviewing donor strategies and operational guidelines from a conflict sensitivity perspective. working collaboratively on operational issues.

Scope and accountability

Decision making and limits of authority	The post-holder is expected to be a leader within the organisation and will be asked to make a significant contribution to the achievement of our strategic objectives and cross-cutting priorities. Senior Advisers contribute to priority thematic areas, including: strengthening people’s access to security and justice, challenging gender norms that cause and perpetuate violent conflict, and promoting inclusive peace processes and political transitions that address the drivers of violent conflict. The Senior Adviser will be expected to deputise for the Head of CAU.
Financial resources	The Senior Adviser will manage budgets for projects that they lead, and have oversight on project activities for tasks led by staff they manage.
Other resources	Responsible for cross-regional and organisational information-sharing and lesson learning processes and resources
People management	Responsible for line management of at least one Conflict and Security Adviser
Legal, regulatory and compliance responsibility	Understand and uphold safeguarding commitments and data management laws vis a vis consultant/compliance with consultancy contract requirements

Person specification:

Knowledge, qualifications and experience

- Robust knowledge of conflict sensitivity methodologies, approaches and best practices, including conflict analysis and MEL processes
- A post-graduate degree in international relations, political-economy analysis, conflict/peace studies, gender studies or a similar discipline, or substantial professional experience
- Demonstrable knowledge and understanding of international development, peacebuilding and conflict prevention, with particular expertise in supporting the integration of conflict sensitivity into development, humanitarian, peacebuilding or commercial programmes, initiatives or institutions
- Experience of working effectively in at least two regional contexts in Africa, Asia, the Middle East or the Americas. Knowledge of MENA, South Sudan and/ or Bangladesh would be particularly desirable
- Experience in designing and implementing successful capacity building programmes
- Experience in providing professional advice, either as staff or on a consultancy basis, with a focus on supporting institutional change to support more conflict sensitive practices, for humanitarian agencies, the private sector, multilateral bodies and/or governments would be an advantage
- Solid understanding of key concepts, principles and practices behind gender sensitivity
- Experience in contracting and managing consultants, and coaching staff and colleagues to learn and develop skills would be an advantage

Skills and abilities

- Commitment to improving international engagement in conflict-affected contexts and experience-based ideas as to how this can be achieved
- Strong knowledge and experience working with the international aid system, including the humanitarian, development and peacebuilding sectors, in conflict affected contexts
- Rigorous analytical and research skills, and demonstrable ability to write research reports, policy papers, briefings and articles, as well as communicating in other forms
- Highly organised, methodical, and detail orientated when it comes to contract, budget and team management
- Creativity, flexibility, self-motivation and the ability to prioritise workloads to meet deadlines

- Excellent written and oral communication skills. Fluency in written and spoken English is essential. Ability to work in another language, ideally French or Arabic, would be an advantage

Personal qualities

- Commitment to and compliance with Saferworld's safeguarding principles
- Commitment to respect and value equality and diversity, and understanding of how this applies to own area of work
- Commitment to own continuing personal and professional development
- Commitment to the vision, mission and values of Saferworld

Other requirements

- Willingness to travel overseas (for up to approximately three months in the year, typically not for more than 1-2 weeks per trip)

Application process

To apply: Download and complete an application form at <http://www.saferworld.org.uk/jobs/jobs> and send to Marie Aziz at jobs@saferworld.org.uk (Ref: SCSA)

Deadline for applications: 23 October 2019