

NRC in Syria

NRC is in Syria to support people affected by forced displacement (IDPs, returnees, host community etc.) so that they can have access to timely and effective assistance, to cope with the crisis and when the crisis ends return and rebuild their lives. Since the start of its activities in mid-2016 in Syria, NRC has reached with humanitarian assistance more than 360,000 people, out of which more than 150,000 reached in 2018 alone in the Governorates of Damascus, Aleppo and Rural Damascus.

NRC will continue to apply an integrated programming approach, where Education, capacity building, Shelter/WASH, and Livelihoods & Food Security (LFS) programmes work jointly to enable displacement-affected populations to meet their basic needs, enjoy their rights, and benefit from pathways to durable solutions.

Background

Transform Lives Through Knowledge!

Are you passionate about equipping individuals with the knowledge they need to navigate legal challenges? Join us as a Capacity Building Technical Assistant and help deliver awareness sessions and legal counseling to those who need it most.

The purpose of the Capacity Building Technical Assistant position is to support the effective implementation of activities, in accordance with project documents and relevant NRC and donor guidelines.

Role Specific Information

- Implement project activities aligned with NRC strategies, ensuring high technical quality, including delivering information sessions and organizing and delivering training for local partners and stakeholders.
- Conduct field monitoring visits to engage stakeholders, support NRC field staff, and maintain program quality.
- Mobilize and build the capacity of community focal points under NRC's area-based approach to service delivery.
- Share practical ideas for community engagement and identify opportunities for interventions, particularly in capacity building, service referrals, and information provision.
- Identify participants and venues for capacity-building activities and assist project participants in accessing rights through counseling and legal assistance.
- Provide support to NRC's integrated projects by contributing to beneficiary identification and activity selection criteria in collaboration with other program units.
- Represent NRC externally at the area level as delegated, maintaining frequent field presence and developing relationships with local stakeholders.
- Contribute to strategy development, project proposals, and assessments of needs and gaps while producing regular field reports on successes and challenges.
- Ensure compliance with NRC policies, including data management, monitoring, evaluation, and learning tools, while maintaining accurate records.
- Perform any other tasks relevant to the position as requested by the line manager.

Our Ideal Candidate

Generic professional competencies:

- Ability to prioritize responsibilities, carry out multiple tasks simultaneously, and meet deadlines.
- Working experience in a humanitarian/recovery context.
- Strong communication, interpersonal, analytical and negotiation skills.
- Proven skills and experience in report writing.
- Fluency in written and spoken English, and Arabic.

Context/ Specific skills, knowledge and experience:

- A university degree in law.
- Minimum 2 years of legal working experience, preferably with I/NGOs in the field of delivering awareness sessions and providing legal counseling.
- Advanced computer skills, especially in Microsoft Word, Excel, Power Point and Outlook.
- Available and ready to travel consistently to the field.

Additional Information

Contract period: till the end of 2025, renewable based on the need, availability of fund and satisfactory performance.

Salary/benefits: According to NRC's salary scale and terms and conditions.

Duty station: South Area Office, Damascus.

To apply for this vacancy, please go through the following link:

https://23109900.webcruiter.no/Main/Recruit/Public/4920049997?link_source_id=0

Important Considerations:

- This position is open to candidates who have the legal right to work in the Syria Arab Republic. Please note that we are unable to provide work permits or visa sponsorships for this position.
- Candidates who do not provide complete and detailed information in the online application form may not be considered.
- Female candidates are strongly encouraged to apply for this position.
- The application deadline is February 20, 2025.
- Applicants from this pool might also be considered for other available lower-level vacancy(s) within the same job function, in alignment with organizational requirements and individual qualifications.
- NRC does not request/accept any favors from applicants for the recruitment process. NRC follows a fair and transparent recruitment process based on the already set criteria prior to announcement and will follow four stages based on these criteria: long listing, short listing, technical test or interview and competency based interview by recruitment panel and reference check.
- NRC is an equal opportunities employer and aims to have staffing diversity and therefore all candidates who meet the job requirement are encouraged to apply.