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| **ROLE PROFILE: Safety and Security Manager - ESA** |  |
| Position Title:  | Manager, ESA Safety and Security  |
| Position ID: | 895678868 |

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| **Team** | Global Safety & Security | **Grade** | M2 |
| **Reports To (Title)** | Senior Lead, ESA Safety, Security and Global Risk Safety Lead | **Contract Length** | Permanent |
| **Location** | ESA - Any existing SCI office location in the ESA Region | **Time-zone** | Europe, WCA, ESA, MENAEE Time Zones (UTC/GMT + / - 3 hours) |
| **Languages** | English | **Headcount** | 1 |

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| **Team and Job Purpose** |
| **Team purpose**Provision of effective safety and security management, governance, policy, procedures and systems that minimises safety, and security risks to staff, programmes, assets and our reputation. Ensuring staff, volunteers and consultants have the right information, are capable, and current to respond and manage critical incidents, and crises, enabling the quality and impact of our programmes for children**Role purpose**To provide effective safety and security management,policy, procedures and systems that minimises safety and security risks to staff, programmes, assets and our reputation in the ESA Country Offices (14+). The Safety and Security Manager- ESA ensures that staff, volunteers, and consultants have the right information and are capable to respond, and manage critical incidents and crises, enabling the quality, and impact of our programmes for children. Working closely with country offices and the senior safety, and security leadership, the manager will provide thorough risk assessments, incident analysis and necessary training, including locally-led HEAT courses, to uphold, and advance our organisational safety standards. The Safety and Security Manager supports the Global Technical Lead for Risk Management with a focus on cross-functional collaboration and continuous improvement. |

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| **Principal Accountabilities** |
| * Support the Senior Lead in the development, implementation, and monitoring of effective safety, and security management governance, policies, procedures and systems ensuring mitigation of safety, and security risks to staff, programmes, assets and reputation in all countries in ESA.
* Facilitates locally led Global Safety & Security (GSS) trainings, including HEAT and Health, and Safety training, in alignment with Global Safety and Security standards, ensuring inclusivity, and accessibility for all staff.
* Support the formulation and upkeep of health, and safety plans and risk assessments for all training programmes, and facilities within ESA.
* Promoting a secure and compliant training environment in line with SCI's commitment to safety, and inclusivity.
* Support the Senior lead on all matters of Global Safety and Security Risk Management, support the provision of cross-functional risk management advice, and ensuring a safe and inclusive working environment for all staff, and stakeholders .
* Monitor and report safety and security incidents supporting COs ensuring Datix, Member and Regulatory Body (i.e. Charity Commission serious incident reports) compliance.
* Support CO investigations, identify and implement actions and lessons learned.
* Builds and supports the country offices, and global in a culture of Road Safety, including but not limited to, Road Safety awareness, campaigning, reporting and investigation. Help drive serious preventable RTIs towards zero.
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| **Budget** |
| None |

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| **People Management Responsibility** (direct/indirect reports) |
| Number of people managed in total: NoneManager of a team: NoTeam Manager (manager of multiple teams): No |

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| **Size of Remit** |
| Multiple countries or Functions |

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| **Travel Requirements** |
| International travel required: YesPercentage of required for travel: 30% |

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| **Key Relationships** |
| **Internal** (excluding direct team and manager)* Country Office Safety and Security leads
* Country Directors
* IT and Data Security
* Supply Chain
* The Regional Director
* Risk
* Humanitairan and Ops
* Learning and Development

**External*** UNDSS, INSO, INGOs Security teams, Global international Security Forum,
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| **Competencies** |
| Cluster: LeadingCompetency: Delivering resultsLevel: AccomplishedBehavioural Indicator: Establishes clear and compelling objectives with teams and individuals and monitors progress and performance. Cluster: ThinkingCompetency: Problem solving and decision makingLevel: AccomplishedBehavioural Indicator: Analyses and exercises judgment in challenging situations where specific guidance or the full facts are not available. Cluster: ThinkingCompetency: Innovating and adaptingLevel: AccomplishedBehavioural Indicator: Anticipates change and adapts their (and their team’s) plans and priorities accordingly. Cluster: EngagingCompetency: Working effectively with othersLevel: AccomplishedBehavioural Indicator: Knows when to follow and when to lend leadership to strengthen other leaders. Cluster: EngagingCompetency: Communicating with impactLevel: AccomplishedBehavioural Indicator: Conveys complex issues with clarity brevity and confidence. |

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| **Experience and Skills** |
| **Essential Experience:*** Considerable experience in Safety and Security and Risk Management: Including substantial experience in conflict areas or volatile environments, particularly within the ESA region, ability and willingness travel to high risk countries such as Sudan, Somalia, Ethiopia and South Sudan.
* Significant experience in leading and implementing security management systems, and policies in high-risk environments.
* Demonstrable experience in promoting and integrating diversity, equity, and inclusion within safety and security frameworks.
* Expertise in developing, implementing and monitoring safety, and security policies, procedures and systems for reducing risks to staff, programmes, assets, and reputation.
* Advanced skills in conducting safety and security risk assessments, and creating effective mitigation strategies.
* Strong ability to communicate security protocols and procedures effectively to diverse groups, including management and staff.
* Demonstrated ability to support effective teams, fostering a collaborative and supportive environment.
* Proven ability to manage responses to security incidents, including immediate response and follow-up investigations and after action review, learning
* Sensitivity to cultural contexts and commitment to equity, diversity, and inclusion in all safety and security practices.

**Desirable*** Accreditation as a Hostile Environment Awareness Training (HEAT) instructor or relevant safety and security or health and safety training certifications.
* Proficiency in designing and delivering effective safety and security training, including HEAT and health and safety courses.
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| **Education and Qualifications** |
| **Essential*** Bachelor’s degree in a relevant field (e.g., Security Management, International Relations, Humanitarian Affairs, or related discipline), or significant experience in Security Risk Management.
* A good competency of oral and written English, good competency of a oral and written language from the region
* Professional Certification: Certifications such as Certified Protection Professional (CPP), Certified Security Manager (CSM), similar qualifications in safety and security management or significant equivalent experience. Or significant experience in Security Risk Management

**Desirable:** * Qualification in Health and Safety such as NEBOSH or Sustainability and the Environment
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| **Safeguarding** |
| We need to keep children and adults safe so our selection process includes rigorous background checks and reflects our commitment to the protection of children and adults from abuse.Level 3: the post holder will have contact with children and/or young people *either* frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work country programs; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff. |

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| **Diversity, Equity and Inclusion and Equal Opportunities**  |
| Diversity, Equity and Inclusion is core to our vision, values and global strategy. Save the Children is committed to creating a truly diverse, equitable and inclusive organisation, and one which will support us in our vision to ensure every child attains the right to survival, protection, development, and participation.   We are committed to equal employment opportunities, regardless of gender, sexual orientation, race, colour, ethnic origin, nationality, disability, marital or civil partnership status, gender reassignment, pregnancy and maternity, caring or parental responsibilities, age, or beliefs and religion. We are committed to diversifying our staff to better represent the communities we serve and actively welcome underrepresented groups to apply.  Reasonable adjustments will be made should any candidate invited to interview require this.     |

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| **Version Control and Approval** |
| Version | Date | Author | Reviewer | Approver |
| 1 | 25/11/2024 | Pete Walsh |  |  |