**Project # / Name: Security General**

**Position Title: Security Program Manager**

**Duty Station: Haiti**

**Reports To:**  **Country Security Manager**

**Mission Statement**

Samaritan's Purse is a nondenominational evangelical Christian organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan's Purse has helped meet needs of people who are victims of war, poverty, natural disasters, disease, and famine with the purpose of sharing God's love through His Son, Jesus Christ. The organization serves the Church worldwide to promote the Gospel of the Lord Jesus Christ.

**Job Summary**

The Security Program Manager is responsible to assist the Country Security Manager - Haiti to promote and support the success and security of field programs and staff, Operation Christmas Child, and WMM staff. The Security Program Manager will help maintain security for all field programs, operating sites, and facilities. This position will also help develop and maintain local security and evacuation plans and policies in accordance with SP policies and procedures. These activities may include the oversight of government and contractual relationships, program support, process evaluation, and direct supervision of staff when the Country Security Manager is out of country. The Security Program Manager will regularly make site visits to program areas to assess the security environment. This position will also help facilitate the community acceptance model of security in the communities where programs are operating.

**Job Duties:**

Include the following. Other duties may be assigned.

* Develop and maintain relationships with diverse personnel who impact security of SP personnel. These include but are not limited to local village leaders, police, military, other NGOs, UN and government leaders
* Analyze open source and confidential information to continually assess the national and local threat levels.
* Develop local contacts who can provide real-time information in SP areas of operation
* Maintain up to date information on political, economic and social status on a national level.
* Provide inputs to the SPH Security Management Notebook
* Help maintain internal theft protection by liaising with Logistics to ensure compliance
* Maintenance of the Security Protocols / Manual and incident records
* Make Country Security Manager - SPH aware of observed changes to security status, information, needs, and concerns
* Monitor potential and present emergencies and keep all staff informed of events, as directed by the Country Security Manager - SPH
* Provide inputs to the disaster response plan, evacuation plan and other contingency plans
* Work closely with the leadership to determine appropriate solutions to staffing and program needs in areas of responsibility.
* Work closely with country leadership in advising on travel restrictions and program hibernations.
* Ensure efficient use of funding and accurate financial reporting, assist Country Security Manager - SPH in preparing annual budget
* Other duties and responsibilities as assigned by Country Security Manager - SPH

Complete other activities as directed by the Line Manager and performing all other tasks and responsibilities assigned for the benefit of Samaritan’s Purse with a generous and serving spirit.

**Skills Required**

To perform this job successfully, an individual must be willing to abide by Samaritan’s Purse’s code of conduct and understand the principals of Samaritan’s Purse’s statement of faith, as well as be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

* + Ability to coordinate activities, building and maintaining positive working relationships
  + Ability to understand complex security situations and advise program design accordingly
  + Ability to analyze information to develop a complete picture of security situations Excellent planning and organizational skills
  + Networking and team building skills
  + Flexibility and adaptability
  + Ability to communicate and interact well with people of different educational, linguistic, cultural and socio-economic backgrounds
  + Diplomacy, negotiating skills.
  + Impeccable integrity and honesty
  + Committed to following the SP code of conduct, values, and ethical standards
  + Humble team player
  + Strong cross-cultural communication skills, both written and verbal
  + Levelheaded and calm demeanor; able to firmly, yet professionally, direct people when the need arises
  + Self-starter and motivated to succeed, regardless of the task
  + Situational awareness, attention to detail, anticipation of events, and follow-up
  + Previous experience in security, preferably with a non-governmental organization (NGO)
  + Strong organizational and problem-solving ability
  + Flexible and adaptable to changing schedules and requirements
  + Willingness to travel throughout Haiti
  + Willingness to work in a field environment (including extended periods outside in extreme weather conditions)
  + Ability to drive a standard transmission vehicle in rough road conditions

**Education / Experience Needed**

* Previous experience in a security position, preferably with a NGO. Minimum 1 year of management experience, preferably in a disaster location. Proven management and leadership experience.

**LANGUAGE**

* Haitian Creole and English (spoken and written required)

**REASONING ABILITY**

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral diagram, or schedule form.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit. The employee frequently is required to stand; walk and run; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

* The noise level in the work environment is usually moderate but can be exposed to loud noises around the maintenance and construction workshops.
* May travel in country with exposure to communicable diseases, hot and humid weather conditions.
* Work in a security context that is fluid

Interested parties can send their application letter and CV to the following email address: [SPHaitiRecruitment@samaritan.org](mailto:SPHaitiRecruitment@samaritan.org). Deadline for submission of application is on November 15, 2021.  Please note only the shortlisted candidates will be contact. Interviews will be conduct on rolling basis and the vacancy will be close when filled