



JOB DESCRIPTION

Job Title	Head of Global Safety and Security
Location	Any of MAP's offices (West Bank, Cairo, Gaza, Lebanon and London). The person should be able to travel to all the different offices. For the UK office, they would already need to have the right to work in the UK.
Mission	Medical Aid for Palestinians (MAP) works for the health and dignity of Palestinians living under occupation and as refugees. MAP is the leading UK charity delivering health and medical care to those worst affected by conflict, occupation and displacement, in the occupied Palestinian territory (oPt) and Lebanon.
Job Purpose	The Head of Global Safety and Security will direct the development, implementation and monitoring of an effective strategy to mitigate risk, maintain the continuity of humanitarian operations, as well as provide safety and security training and support for all staff and volunteers who travel on behalf of MAP. The role will encompass both planning for and responding to critical incidents as well as organisational crisis management.
Reporting To	Director of Programmes UK and with close liaison with the Director of the field office is based in one of the field offices.
Responsible for	
Hours	Full-time
Salary	Applicable to the country in which the candidate is employed. £57,816 or \$44,100 or ILS202,020

If you are a resident of Gaza, Lebanon or the West Bank this job description forms part of your contract of employment and can be amended from time to time with consultation as the needs of the organisation require

Job Purpose

The role will be responsible for establishing policies and standards affecting the safety and security of staff members (including staff training), volunteers, field facilities and assets, and aid delivery activities regionally. The Global Safety Advisor will also support a collaborative culture with our local partners to ensure their safety and security in the delivery of any projects funded by MAP.

The GSA will ensure security protocols and mechanisms are in place to address each project's context and environment. The GSA provides direction and technical support in developing and maintaining context-specific field security plans.

Key Responsibilities

- The GSA will review security measures for our emergency medical teams and medical missions, advise on mission safety, provide pre-deployment and post-deployment briefings/debriefings for the teams and put in place security protocols and standard operating procedures.
- The GSA role will have a strong emphasis on capacity building to enhance MAPs' safety and security capabilities. The role recognizes the importance of developing the skills and knowledge of staff and volunteers to proactively manage safety and security risks.
- The GSA will also liaise with other NGOs and UN safety and security at a regional level and act as the subject matter expert on all safety and security-related matters at MAP. The role will also assist in connecting staff who travel, to local safety and security forums and contacts.
- This is a deployable role which may require travel at short notice but will predominantly be based in one of our offices. The GSA will advise senior managers on specific incidents and required adjustments to protocols.

Safety and Security Management:

- Serve as the primary focal point for safety and security for both the UK office and programme offices regionally.
- Support the leadership of the Programmes teams in managing operational safety and security across all activities, staff and volunteers.
- Develop and implement a travel management policy and support systems.
- Develop and implement a deployment security and safety briefing for international staff and volunteers who will be based in a programme location
- Provide technical support in security/risk assessments, scenario planning, security plan development, crisis/contingency planning, and other security-related functions.
- Review and update security plans, business continuity plans, crisis management plans, and

policies and procedures by best practices.

- Ensure that existing security practices fit and comply with best practice duty of care benchmarks.
- Develop a culture of safety and security management for the organization, including policies, processes, and tools and verify compliance with safety and security processes and measures.
- Provide advice and counsel on staff, volunteers, and property safety and security.
- Support the establishment and management of departmental risk registers.
- Maintain a record of all security incidents and share learning with all teams.

Capacity Building and Training:

- Conduct training needs assessments with key stakeholders to assess safety, security, and risk management capacity.
- Develop and facilitate appropriate security and safety training for all staff and volunteers, maintaining minimum standards and requirements. Identify external security training as needed.
- Oversee the delivery of specialized training for MAP's Emergency Medical Teams entering Gaza.
- Monitor the effectiveness of training initiatives and adjust strategies as necessary.

External Coordination and Liaison:

- Monitor security conditions and coordinate with external agencies such as the UN, NGO coordinating bodies, local governments, and potentially private security contractors.
- Liaise with external agencies to stay updated on security developments and share relevant information with relevant managers, staff and volunteers.

Crisis Response and Planning:

- Support the MAP's critical incident management and lead the development of crisis management policies.
- Support the Chair of the crisis management working group to effectively manage critical incidents.
- Provide technical support and guidance during critical incidents.
- Develop crisis management policies and oversee the critical incident process, including regular reporting to document developments and mitigation measures.
- Support the organisation's response to emergencies and crises.

- Ensure effective communication and coordination during crises.

General Responsibilities

- Support the mission, ethos and values of MAP.
- Support and promote diversity and equality of opportunity in the workplace.
- Work collaboratively with others in all aspects of our work.

Person Specification

- Demonstrated experience in safety and security management, particularly in high-risk environments.
- Proven ability to develop and implement crisis management policies and lead during critical incidents.
- Experience in conducting training needs assessments and facilitating safety and security training for diverse teams.
- Strong background in developing and implementing security protocols, policies, and standard operating procedures.
- Skilled in performing security/risk assessments, scenario planning, and contingency planning.
- Ability to advise senior managers on safety and security matters and recommend necessary adjustments to protocols.
- Experience liaising with external agencies such as UN bodies, NGOs, and local governments to stay informed on security developments.
- Excellent written and verbal communication skills for effective reporting and coordination during crises.
- Willingness and ability to travel at short notice to various locations, including high-risk areas.
- Ability to work effectively in diverse cultural settings and with teams from different backgrounds.
- Must have the legal right to work in the country location for which they are applying.
- Experience working in the Middle East or similar high-risk regions (desirable).
- Proficiency in Arabic or other relevant languages (desirable).
- Relevant certifications in safety and security management or crisis management (desirable).
- Previous experience working in the NGO sector, particularly in health-related missions (desirable).
- Familiarity with security management software and tools.

Personal attributes and other requirements

- Commitment to a zero-tolerance policy on sexual exploitation & abuse/safeguarding.
- Able to travel extensively, mainly to London, Israel, Palestine, Lebanon & Egypt.
- Commitment to anti-discriminatory practice and equal opportunities.
- Commitment to upholding the rights of people facing disadvantage and discrimination.
- Commitment to the values and ethos of MAP.
- Able to work flexibly in emergencies and to meet specific deadlines including some evenings and weekends.

Please note that the salary is offered based on experience and location and will be adjusted depending on the cost of labour for the country in which the candidate resides. Candidates must have the legal right to work in the country from which they are applying