

Security Advisor, Africa

Summary

Innovations for Poverty Action (IPA) is hiring a Security Advisor, Africa. This Security Advisor will be responsible for the overall management and implementation of the organization's security policies at the regional level. Assist in developing and managing the organization's safety and security strategy and policies to ensure high performance. Lead in the implementation at the regional level across existing Country Offices as well as assist in the scoping of S&S matter for potential new Country Offices. The Security Advisor will provide hands-on support to Country Office leadership in assessing and managing the S&S situation related to existing and upcoming projects. Responsible for providing security coordination for members of the organization's Senior Management Team in response to incidents, emergencies, and crises on behalf of the organization. The Security Advisor may serve as the primary advisor to the Country Director or Program Director regarding security matters. Conduct training on site for employees and facilitate development and implementation of country security management plans. The position reports to the Snr. Director, Global Operations.

Responsibilities

Leadership

- Lead by example, modelling IPA' s culture and values, and fostering an environment of teamwork, accountability, creativity, and innovation.
- Contribute to the development of contextualized IPA' s security priorities ensuring that regional safety operations and compliance considerations are property built into local plans and budgets.
- Model the highest standards of integrity and communication both internally with IPA teams and externally with local and regional stakeholders, partners, and funders.

Policy development

- In collaboration with the Sr. Director, Global Operations, produce, roll out and maintain updated safety and security SOPs for employees, ensuring compliance to the organization's global safety and security standards.

Technical support

- Conduct threat and risk assessments of country specific and regional risk environment,

support procurement of consulting services as needed, and provide recommendations for context specific security management requirements to senior management.

- Maintain and/or create a travel management system to track the location and contact information for all visiting employees and consultants.
- Serve as the part of the security unit, coordinator emergency/employees incidents involving employees and assets, inform senior management and recommend response actions.
- Draft security advisories with advice on mitigation for circulation to senior management on general situation, specific incidents, and periods of heightened threat.
- Establish a network with other key security players for information sharing and joint lobbying on security matters where possible.
- Work with the security focal points to conduct hotel assessments in liaison with the travel management company for a safety and security approval process.
- In collaboration with SFP s and CDs, plan for both security and medical evacuation for all locations and develop evacuation plan including roles, relocated employees, collection points, routes etc.
- Provide technical security advice in consultation with senior management on the existing and any new potential offices including site selection and establishment of effective physical and procedural security measures.
- Stays abreast of social, cultural, legal, and criminal issues, nationally and internationally, and their impact on the organization and its business.

Support Regional Coordination

- Assist the Africa and other field offices in developing and overseeing the day-to-day conduct of office security program, ensuring adequate responses to security incidents both natural and man-made.
- Work with the security focal points to maintain and periodically test the security tree for the offices in region covered.
- Establish and ensure all security management components including incident reporting and trend analysis inform program design, implementation, employees' movement, and contingency responses.

Capacity-Building and Training

- Identify, establish, and manage context appropriate approaches to assure facilities and assets are secure.
- Conduct onsite and online training for employees in the field of safety including personal safety, emergency evacuations, travel safety, relocation, and evacuation, etc .

Qualifications

Required

- Typically requires a minimum of 5+ years experience designing and coordinating security for international organizations working in high-risk contexts;

- Substantial and documented, prior experience as a trainer and training skills - the ability to develop, implement, facilitate, and impart learning to a wide range of audiences.
- High level of experience, ready to learn developing security related technical tools guidelines and systems as well as able to work under minimal supervision
- Experience operating in unsecured environments.
- Understanding of principles and code of conduct associated with a specific sector and/or sub-sector of work such as, development, humanitarian, etc. linked to NGO contexts.
- Effective and clear communicator, ability to collaborate across teams and geographies and Initiates and skilled in interdisciplinary problem solving.
- Ability to gain a precise understanding of the various local, regional, country, and international policies, operational positions, and interactions, providing clear dynamic briefings and analysis of given and unfolding security and political situations when they occur.
- Strong assessment, evaluation, analysis, and strategic planning and project management skills.
- Demonstrated ability to manage and work under stressful conditions.
- Understanding of the Sub-Saharan political, contextual, and ethical issues in assigned areas.
- Previous experience interacting with local government agencies, and other foreign agencies to implement security strategies and procedures relating to S&S matters.
- Demonstrated commitment to diversity, equity, and inclusion.
- Must be able to read, write and speak fluent English.
- Bachelor's Degree or its International Equivalent in Criminal Justice, Security Administration or Related Field.

Preferred

- Prior experience in multiple geographic locations preferred.
- Prior work experience in a non-governmental organization (NGO), government agency, or private company of progressive program management experience in humanitarian assistance or related industry experience in a relevant technical area.
- Good Knowledge of French
- ASIS Certified Protection Professional (CPP) designation preferred.
- Experience in developing security strategies for humanitarian operations, previous security experience preferred.

Reports to

Senior Director, Global Operations

Deadline to apply

Rolling basis

Location

IPA Country Office: Ghana, Kenya, Nigeria Rwanda, Malawi, Tanzania, Uganda, Zambia FWA: Cote d' Ivoire, Mali or Burkina Faso preferred

Application Instructions

[Apply now](#)

About IPA

Innovations for Poverty Action (IPA) is a research and policy nonprofit that discovers and promotes effective solutions to global poverty problems. IPA brings together researchers and decision-makers to design, rigorously evaluate, and refine these solutions and their applications, ensuring that the evidence created is used to improve the lives of the world's poor. In recent decades, trillions of dollars have been spent on programs designed to reduce global poverty, but clear evidence on which programs succeed is rare, and when evidence does exist, decision-makers often do not know about it. IPA exists to bring together leading researchers and these decision-makers to ensure that the evidence we create leads to tangible impact on the world. Since its founding in 2002, IPA has worked with over 600 leading academics to conduct over 900 evaluations in 52 countries. This research has informed hundreds of successful programs that now impact millions of individuals worldwide.

IPA's Commitment to Diversity, Equity, & Inclusion (DEI)

As an organization, IPA is dedicated to improving the lives of the world's most vulnerable populations through evidence and policy. We also recognize how important it is for our staff to reflect the diversity of the places where we work and the communities we work with. As such, IPA is committed to hiring from a diverse pool of candidates, from a range of backgrounds, beliefs, experiences, and perspectives. We know that this makes our work stronger and more responsive to the challenges faced by those we work with and for and we encourage people from historically underrepresented groups to apply. Click [here](#) to learn more about IPA's commitment to diversity, equity, and inclusion.

Innovations for Poverty Action is an affirmative action equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, protected veteran status, or any other protected class. IPA will endeavor to make a reasonable accommodation to a qualified applicant with a disability unless the accommodation would impose an undue hardship on the operation of our business. If you believe you require such assistance to complete this form or to participate in an interview, please contact us at jobs@poverty-action.org or via phone at 1-202-386-6200.

The above statements are intended to describe the general nature and level of the work to be performed by the specified position. The statements are not intended to be an exhaustive list of all possible duties, tasks, and responsibilities. Management reserves the right to amend and change responsibilities to meet organizational needs as necessary. Please note that IPA will never request any form of payment from an applicant. Applicants are encouraged to confirm the information listed above with IPA prior to releasing any extensive personal information to the organization. Please direct questions to jobs@poverty-action.org.

** Please note that only qualified applicants will be contacted by the hiring manager.