

Norwegian Church Aid (NCA) is a Norwegian registered non-governmental organization that was founded in 1947 with its headquarter in Oslo, Norway. NCA, being one of the largest aid organizations in the Nordic region, works in more than 30 countries globally with both emergency and development programs to provide assistance to people in need.

NCA works in several sectors, including water, sanitation and hygiene (WASH), gender-based violence prevention, livelihoods and food security, and cash assistance. As an organization, NCA is committed to serve people in need regardless of their religious beliefs, ethnic background, or political affiliation.

Role and responsibilities:

The Safety and Access Officer / Sr. Officer will support NCA Syria in ensuring safe operations, effective risk management, and secure access to project areas. The role works closely with the Regional Safety Advisor, Area Director, and field teams to implement safety procedures, assess risks, and strengthen organizational preparedness.

Key Responsibilities:**Safety Risk Management & Context Monitoring**

- Support the implementation of NCA's Safety Risk Management (SRM) system.
- Provide regular contextual updates and analysis to inform risk mitigation.
- Identify risks and recommend appropriate mitigation measures.

Movement & Incident Management

- Oversee NCA's movement authorization and tracking system.
- Conduct pre-travel risk assessments for all staff movements.
- Act as the Safety Lead for NCA Syria's Incident Management Team (IMT).
- Participate in the Crisis Management Team (CMT) when required.

Training & Capacity Building

- Deliver safety-related trainings (first aid, safe driving, digital security, etc.).
- Support capacity building for staff and partners using NCA training modules.

Access & Coordination

- Facilitate safe access to project locations by engaging with relevant stakeholders.
- Maintain strong networks with safety and access actors, including NGOs.

Field Support

- Conduct field visits to monitor implementation of mitigation measures and recommend improvements.
- Provide timely safety updates and recommendations to the Area Director and Senior Management Team (SMT).

Context-related skills, knowledge, and experience:

- Bachelor's degree in a relevant field or equivalent practical experience.
- Proven experience in safety and access management in high-risk environments.
- Strong knowledge of security risk assessment methodologies and safety protocols.
- Excellent communication and interpersonal skills to establish effective relationships with diverse stakeholders.
- Ability to analyze complex situations and make sound decisions in fast-paced environments.
- Written and spoken fluency in Arabic and English.
- Adaptable, resilient, and able to work effectively in challenging and dynamic settings.
- Strong IT skills to be able to understand safety risks in the digital sphere and excellent knowledge of Office 365 software.
- Experience from national or international organizations is considered an advantage.

Additional Information:

- Contract period: Full-time
- Duration: 6 months, with renewal subject to performance and funding availability
- Salary: According to NCA's salary scale
- Duty station: Damascus with regular field trips
- Application deadline is on 01, December 2025

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

<https://ncaco.recman.page/job/457399>