

<p>International Federation of Red Cross and Red Crescent Societies Danish Red Cross</p>
<p><b>Position Description – Delegates</b></p>
<p>Position TITLE: <b>BASE CAMP TECHNICIAN</b></p>
<p>REPORTING TO: In build up/dismantling phase to the Base Camp Team Leader In operational phase to the Base Camp Manager</p>
<p>PURPOSE: The technician will contribute to establishing and maintaining a well functioning, clean and service providing Base camp.</p>
<p>JOB DESCRIPTION: Users of the base camp are normally RC/RC delegates and NS staff members. The Technician will contribute to the establishment of the base camp and in some cases remain in the camp as the Base Camp Technician, providing technical support and maintenance as well as being responsible for development of additional facilities as required.</p> <p>The base camp consists of tent accommodation, offices, dining and kitchen facilities, as well as toilets and showers. The base camp manages a water purification system as well as a generator.</p> <p>A multi-skilled trouble shooter is required. Some IT-experience will be an asset.</p>
<p><b>DUTIES, applicable to all</b></p>
<ol style="list-style-type: none"> <li>1. Work towards the achievement of the Federation's goals in the country/region of operation through effective managerial and lateral relations and teamwork</li> <li>2. Ensure understanding of roles, responsibilities, lateral relationships and accountabilities.</li> <li>3. Perform other work related duties and responsibilities as may be assigned by the Base Camp Manager..</li> </ol>
<p><b>Specific DUTIES, RESPONSIBILITIES and ACCOUNTABILITIES</b></p>
<ol style="list-style-type: none"> <li>1. Maintenance and repairs of the water and electrical supplies network</li> <li>2. Maintenance of all technical equipment in the camp</li> <li>3. Maintenance of the compound, tents, toilet and bath facilities, storage and workshop area.</li> <li>4. Purchase of supplies either locally or through the IFRC logistics delegate</li> <li>5. Keeping lists of all equipment in the camp (in use or in storage) updated .</li> <li>6. Take down tents, recondition and pack, if required.</li> <li>7. Advising and participating in the mounting of prefabricated units according to plans, in particular the connection to the water and electric supplies system.</li> <li>8. Supervision and training of local staff members working in the area of maintenance.</li> <li>9. Ensuring good coordination with the camp manager.</li> <li>10. Budget holder for the technical area</li> </ol>
<p><b>LATERAL RELATIONSHIPS</b></p>
<ol style="list-style-type: none"> <li>1. Establish and ensure effective working relationships with the other delegates.</li> <li>2. Ensure effective working relationships with National Society counterparts and leadership.</li> </ol>

<b>Person specification</b>	<b>Required</b>	<b>Preferred</b>
<b>General</b>		
In good mental & physical health	x	
<b>Qualifications</b>		
Basic Delegates Training Course or equivalent knowledge	x	
<b>Experience</b>		
Experience of managing & supporting staff	x	
Experience of working for the Red Cross/Red Crescent		x
Experience of working for a humanitarian aid organisation in a developing country		x
Experience of community mobilisation and organisation		x
Experience of working in refugee camp situations		x
3 years experience of planning operations, management and needs assessment		x
<b>Skills</b>		
Self-supporting in computers (Windows, spreadsheets, word processing)	x	
Valid international driving licence (manual gears)	x	
Languages: English Intermediate, Berlitz level 6	x	
Skills in training and developing staff	x	
Skilled in writing narrative & financial reports		x
<b>Core competencies – a high degree of competence in</b>		
Teamwork; commitment to the International Red Cross & Red Crescent Movement; integrity & personal conduct; sensitivity to diversity; flexibility & adaptability; initiative & direction; interpersonal skills; resilience	x	
<b>Management competencies * - a high degree of competence in</b>		
Management of strategy; management of change; leadership; planning; management of budgets; management of resources; monitoring; supervision and control; reporting; communication; networking; management of self; management of others		
<ul style="list-style-type: none"> <li>prioritise/select as appropriate</li> </ul> <p>The person specification may vary due to operational requirements</p> <p>Date _____ Head of DMD, CPH</p> <p style="text-align: center;">Name:</p> <p style="text-align: center;">Signature:</p>		