



EMPOWERING COMMUNITIES TO END GENDER-BASED VIOLENCE

VACANCY ADVERT

Role title	GBV Response Supervisor
Reports to	GBV Response Manager
Location	Magburuka, Mile 91, Bo
Contract Duration	12 months
Annual Basic Salary	Attractive
Contract Duration	12 months with the possibility of extension based on the availability of funding
About Rainbo Initiative	<p>Rainbo Initiative (RI) is a trusted and reliable anti-sexual violence organization dedicated to providing free medical treatment and psychosocial support to survivors of sexual and gender-based violence (SGBV), creating just and safer communities that promote equal opportunities for all. With over 16 years of experience providing free medical treatment and psychosocial services, RI operates 7 Rainbo Centres in Sierra Leone, which have served more than 50,000 people over the years.</p> <p>Over the past 16 years, RI has evolved from being a project to a leading national NGO that is a respected provider of SGBV services and related data. Many actors, including the Government of Sierra Leone, local authorities, partner NGOs (such as Save the Children, Plan International, and World Vision), and donors (like the EU, Irish Embassy, FCDO, Comic Relief, and USAID), have recognized and supported that journey.</p> <p>For more information on Rainbo Initiative, please visit: www.rainboinitiative.org</p>

Job Summary	<p>The role will assume responsibility for direct management of all activities, services, and operations at the Rainbo Centre in Tonkolili. This will include line management of all Staff at Rainbo Centre, overall coordination of services to survivors; financial and administrative management of the building and operations; and external representation with other agencies. Additionally, the role holder will support the organization in establishing and maintaining external relationships with other agencies, particularly those related to the provision of response to GBV incidents and services for survivors. Under the direct supervision of the GBV Response Manager, the GBV Response Supervisor will be responsible for the overall management of the Centre and coordination with partners within and around Tonkolili district. He or She should provide adequate and timely response and prevention support to survivors arriving at the Rainbo Centers.</p>
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<p>Main Responsibilities</p>	<p>Specific Responsibilities include:</p> <p>Manage the day-to-day operations of the Rainbo Centre</p> <ul style="list-style-type: none"> • Manage Centre supplies including; drugs, stationaries, provision, toiletries and cleaning items • Oversight of all financial activities at the Centre, including operational expenses, client support, specific events, etc., with support from the office as needed. Manage center funds; ensure all financial activities are conducted in line with Rainbo Initiative policies Review and approve requisition for Centre supplies and support. • Provide oversight of all operational and administrative aspects of the Rainbo Centre and liaise with the GBV Response Coordinator to address any needs that arise, such as additional supplies for the Centre, repairs, and/or other issues as they arise. • Ensure that regular communications are maintained as possible with the Rainbo Initiative office, and immediately report any incident or issue that may require external support. • Liaise with the GBV Response Manager to conduct routine maintenance and repairs of centers infrastructure and assets including printer, computers, photocopiers, AC generator etc. • Ensure the daily cleaning of the Rainbo Centre by the Office Assistant <p>Daily delivery of age appropriate GBV service and referrals /Case management</p> <ul style="list-style-type: none"> • Ensure psychosocial and medical services are provided to survivors that access the Rainbo Centre • Help to monitor quality of service provision through regular feedback from clients and their families, staff, visitors, and other stakeholders involved in the Rainbo Centres • Support the intake assessment of GBV survivors and their caregivers • Ensure to maintain a survivor’s centered approach in all services delivered to survivors • Ensure medication protocols for prescribing and dispensation are in line with best practice and are appropriate for users of the service. • Ensure the medical and psychosocial counselling rooms are equipped with the appropriate items to enable the delivery of timely and adequate services to survivors. • Ensure strict adherence to confidentiality for all case-related information; protect the identities of survivors in the design and implementation of all activities. • Ensure the review and facilitate the updating of survivor’s files and documentation of in line with the SoP. • Facilitate referral of GBV survivors to other services or facilities for services not available at the Rainbo Centre
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- Liaise with the RI hired medical doctor for the endorsement of survivors medical and support the to give expert testimony in court.
- Ensure GBV survivors' matters are follow up in court by psychosocial counsellors and moral support is provided to survivors and their caregivers.
- Provide oversight of all services provided to survivors and their families at the Centre. This includes helping to ensure that best practices are observed in all aspects of service delivery, which includes confidentiality, informed consent, providing relevant information, respecting survivors' choices, and so forth.
- Provide oversight and monitoring of all survivor and service-related documentation, including intake and assessment forms, referrals, etc.
- Ensure home visitation to monitor survivors' health, safety and justice **Coordination and Collaboration with partners/ services providers**
- Work with MSF staff and partners to maintain and enhance an effective transition process of response services to Rainbo
- Ensure to maintain good working relationship with the hospital management and Medical Superintendent
- Effectively collaborate with referral organizations and services providers including the Family Support Unit (FSU), government line ministries, nongovernmental organizations and stakeholders to strengthen referral networks
- Attend coordination meetings and ensure to join district or chiefdom coordination forums
- Collaborate with partners for the implementation of advocacy events on women and girls.
- Effectively liaise with the Field Officer in the implementation of project activities including media engagement and awareness raising campaigns
- Map out and cultivate good relationship with district / chiefdom partners.

Provide leadership to Centre staff

- Provide hands-on coaching and mentoring of center staff and support their capacity building in order for them to effectively delivery on their role.
- Support Centre staff to develop performance objective
- Conduct performance review with Centre staff, identifying and addressing capacity building needs, ensuring regular communication and information sharing, addressing conflicts and issues as they arise; and promoting a positive, team-building, and professional working atmosphere.
- Help coordinate and assist in efforts to build the technical capacity of centre staff by identifying training needs and pursuing opportunities as available and feasible. Help link centre staff with new resources and materials to expand their knowledge and skills.
- Ensure that all required administrative procedures and paperwork are completed for all Centre staff, such as time sheets, leave planning performance reviews, etc. Ensure that all staff are informed on all Rainbo Initiative policies and kept updated of any changes.
- Address any specific staff performance and/or disciplinary issues as they arise, seeking help and guidance from GBV Response Manager or human resources.
- Give input to, monthly reports, and other required updates, reports and information, as requested and required by Rainbo Initiative. This includes both summary data on client services and narrative reports on Centre activities.

	<ul style="list-style-type: none"> • Represent the Rainbo Centre at all required meetings and related events; this includes meetings internal to the Rainbo Initiative and external meetings, as requested. <p>Community awareness and mobilization on GBV</p> <ul style="list-style-type: none"> • Work with the prevention/outreach team at the Centre to increase awareness about GBV and engage community leaders to work with CSOs and advocate for GBV services and implementation of GBV laws and policies • Identify and maintain regular contact with community focal points and partners to ensure a constant flow of information and feedback on referrals • Identify and engage key “gatekeepers” on gender-based violence • Support the prevention team including interns in developing advocacy messages and strategies to address and/or mitigate risks faced by survivors especially women and girls
<p>Skills and qualification</p>	<p>Essential:</p> <ul style="list-style-type: none"> • Qualified graduate with a degree or diploma in Nursing, Midwifery, Public Health, Psychology, Sociology, Counselling, or a related field, with professional capacity to deliver GBV response services. • Demonstrated ability to provide direct counselling and psychosocial support to survivors of gender-based violence, using survivor-centered, trauma-informed, and ethical approaches. • Proven experience in supervising and mentoring staff providing GBV response services, including counsellors, case workers, and other frontline service providers. • Strong leadership and management skills, with the ability to serve as Head of Centre, oversee daily operations, coordinate service delivery, and ensure quality standards are maintained. • Sound knowledge of GBV case management, referral pathways, and multi-sectoral response systems, including health, legal, psychosocial, and protection services. • Ability to manage sensitive and confidential information with professionalism, discretion, and strict adherence to ethical standards. • Strong interpersonal and communication skills, with the ability to engage empathetically with survivors of all ages and backgrounds, as well as collaborate effectively with partners and stakeholders. • Ability to work independently, take initiative, multi-task, and make informed decisions in a fast-paced and emotionally demanding environment.

	<ul style="list-style-type: none"> • Strong organizational, reporting, and documentation skills, including the ability to maintain accurate case records and contribute to program reporting. • Capacity to train, support, and build the skills of Centre staff and learners, promoting continuous improvement and quality service delivery. • Commitment to gender-sensitive, survivor-centered, and rights-based programming, in line with Rainbo Initiative values and national GBV response standards.
RI Values	<p><i>The successful candidate should strive to live the RI values.</i></p> <ul style="list-style-type: none"> • Locally Driven – We believe in the power of communities to identify lasting solutions that resonate with their unique socio-cultural context in addressing SGBV. We therefore inspire communities to dialogue and act to fight SGBV in their localities. • Inclusion – We are dedicated to providing age-appropriate services to everyone who needs our services irrespective of age, religion, and sexuality. • Survivors Solidarity – We stand and work together with survivors for a fairer, just and supportive society. We include survivors in our governance and programming. We connect
	<p>with them and promote initiatives that promote their well-being, rights and efforts to amplify their voices to find lasting solutions for a safer society.</p> <ul style="list-style-type: none"> • Trust – We know that the people we work with trust us. We will never compromise such trust and will ensure the people we work with continue to rely on the character of our employees and the organisation. We are accountable, open, and transparent with our resources and to ourselves, survivors, partners and donors for everything we do. • Evidence-Based – We are data-driven, and we continuously seek best practices to improve our work. We pride ourselves in gathering evidence to inform and shape our intervention and to shape policies and practices. • Network & Partnership – We reach out, collaborate, and build trusted and mutually beneficial relationships with the government, partners, donors, survivors, women’s groups, religious bodies and the community to increase our voices, investment and supportive environment for a society free of SGBV. • Excellence - We each do our best to deliver excellent services and programming. We support our staff in their professional development. • Respect - We respect the wishes and choices of our survivors, partners, and staff. We maintain the dignity of SGBV survivors and facilitate a stronger sense of self-esteem among our staff and survivors. We hold our values in high esteem and always maintain confidentiality in dealing with SGBV survivors. <p>“LISTENER” - Rainbo Initiative empowering communities to end Gender-Based Violence.</p> <p>In addition to our values, we hold safeguarding at the centre of our work; we ensure that our board, staff and partners uphold safeguarding in all that they do. We strengthen our approach to safeguarding and ensure that all those we serve, especially children, young people and vulnerable adults, are safeguarded from abuse, harm and neglect.</p>
How to apply	<p>Please send a Cover letter and updated CV to recruitment@rainboinitiative.org and copy esther.s@rainboinitiative.org by 3rd of January 2025 at 5:00 PM (SL time).</p>

