

## LAND RELEASE QA/QC FIELD SPECIALIST COLOMBIA

### Presentation

Humanity & Inclusion (HI) is an independent and impartial international solidarity organization that intervenes in situations of poverty and exclusion, conflicts and disasters. Working alongside people with disabilities and vulnerable populations, it acts and bears witness to satisfy their basic needs, improve their living conditions and promote respect for their dignity and fundamental rights.

Outraged by the injustice faced by people with disabilities and vulnerable populations, we aspire to a world of solidarity and inclusion, enriched by our differences, where everyone can live with dignity. HI has missions in about 60 countries, 7 of them in Latin America.

On the continent, HI is present in Bolivia, Colombia, Cuba, Ecuador, Haiti, Peru, Venezuela and Honduras implementing projects at national and regional level.

The projects implemented by HI or through its partners in Latin America are organized into three axes: (i) health (mental health and psychosocial support, rehabilitation, sexual and reproductive health and rights), (ii) protection (protection against violence, inclusive disaster risk management, humanitarian demining and comprehensive mine action, conflict transformation); (iii) inclusive education and livelihoods (inclusive education, economic and financial inclusion). HI also seeks to provide humanitarian logistics services, in support of humanitarian organizations and the humanitarian system.

More information: <http://www.hi.org>; <http://www.hi-lac.org>

## MISSIONS/SPECIFIC RESPONSABILITIES

### YOUR MISSION:

As part of HI's work in Humanitarian Mine Action (HMA) programming (Land release, Risk Education and Victim Assistance), HI is in the process of launching projects aiming to support countries concerned. Thus, we are currently recruiting for the position of Chief of Operations for Colombian Program. Under the line management of the Country Manager:

- Ensure the safe and timely implementation of clearance activities according to international and national standards, internal SOPs and in line with HI Project Quality Frame standards;
- Support potential expansion of geographical areas and methodology of clearance activities through the assessment of needs and operational options in line with the mission Operational Strategy;
- Provides strategic and technical guidance towards non-technical survey and clearance programs;
- Ensure sound mentoring of the team under your coordination, in line with HI's Code of Conduct, rules and regulations and HI project standards.

### Responsibilities:

#### Responsibility1: Expertise

- Lead the assessment of needs and gaps in the mine action sector in support of HI's mine action strategy;
- Co-lead with the HR department the recruitment, inception and training of land release field staff;
- Responsible for the development and update of technical training packages for NTS, TS and clearance activities;
- Responsible to the development, update and possible amendment and/or approval by the NMAA of the technical guidelines and Standard Operating Procedures (SOPs) for land release activities, under the technical supervision of HI's LR Specialists at HQ;
- Collaborate with internal HQ LR Specialists in ensuring an effective Quality Management System is fully compliant with HI SOPs;
- Ensure sound mentoring of the teams, in line with HI's Code of Conduct, rules and regulations;
- In close collaboration with the Country Manager, participate external coordination with national and local authorities and other mine action actors.

#### Responsibility 2: Implementation and monitoring

- Manage the sound, safe and timely implementation of NTS, TS and Clearance activities, under the technical supervision of HI's LR Specialists in HQ, and the supervision of the Country Manager;
- Responsible for planning, achievements, and good utilization of resources in accordance with HI procedures and in line with donor regulations;

- Perform frequent field visits in the intervention sites for technical supervision, on-the-job training, and quality assurance;
- Define and follow, with each staff under your coordination, an Individual Action Plan (IAP) and the time frame to achieve the desired objectives;
- Ensure the respect of HI's Code of Conduct, HI's Misconduct Reporting Mechanism, HI's Policy on Prevention of Sexual Exploitation and Abuse, HI's Security rules, and other relevant rules and regulations by the members of the team under your coordination;
- Co-lead the assessment of needs, feasibility, opportunities, and risks of a potential future NTS and Clearance intervention in other areas and in support of the introduction of new innovative methodologies (for instance, use of drones).

### **Responsibility 3: Representation and reporting**

- Ensure operational reporting internally, to authorities and donors as required.
- Prepare all relevant reports and documentation in a timely manner, as directed, in line with HI Project Quality framework practices and tools and in conformity with donors' requirements.
- Actively participate to base and project coordination mechanisms in a collaborative spirit with other project teams and mission departments (MEAL, etc);
- Develop and update the procurement plans ensuring proactive and timely allocation of resources and accurate use of allocated resources as budget holders.
- Under the supervision of the Country Manager, represent HI in relevant opportunities, including sector coordination and technical working groups if required;
- Develop and drive a culture of excellence, continuous improvement, and performance optimization across all mine action projects.
- Be a role model for diversity and inclusion, as well as a positive role model for contributing to the team spirit of HI.
- Actively mainstream gender, inclusion, and conflict sensitivity in all mine action activities.

### **Mission 6: Emergency preparedness and response**

Leads the emergency preparedness actions in his/her department and, in case of emergency, reorganizes the priorities of his/her team according to the humanitarian imperative, in order to ensure a rapid and effective response from HI.

Other duties assigned to him by his immediate supervisor that are not incompatible with his position and that are not detrimental to his other duties and working conditions.

**PROFILE SOUGHT/OTHER SKILLS**

SKILLS KNOWLEDGE	KNOW-HOW (PRACTICE)	INTERPERSONAL SKILLS AND ATTITUDES
<ul style="list-style-type: none"> <li>• IMAS EOD 2 or IMAS EOD 3 + certification and an IEED certification from an accredited training institution.</li> <li>• At least 5 years' working experience in the field of HMA.</li> <li>• Experience in management.</li> <li>• Professional experience in training and coaching field teams on the job is mandatory.</li> <li>• Strong interpersonal and intercultural skills.</li> <li>• Strong writing and reporting skills in English and Spanish.</li> <li>• Proficiency in English, minimum level b2</li> <li>• Master the implementation of the land release policy.</li> </ul>	<ul style="list-style-type: none"> <li>• Excellent written and oral communication</li> <li>• □ Manager 2.0: Expected competencies and behaviours: Knowing how to help team members (Objectives and assessments; Feedback),</li> <li>• Anticipation skills</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate ethical values and a constructively critical mindset</li> </ul>

**CONDITIONS**

Duration of contract: From 3 months to 10 months.

N° of vacancies: 1

Location: Bogotá, with the possibility of travelling within the Colombian territory where we conduct

Starting date: September 1, 2025.

Salary: Confidential in accordance with the salary ranges established for that position

### HOW TO APPLY:

Those interested in applying for this position should send their HV to convocatoria-colombia@colombia.hi.org indicating in the Subject : [LAND RELEASE QA/QC FIELD SPECIALIST COLOMBIA](#)

Closing date for applications: **23/05/2025**

### IMPORTANT NOTE :

All job applications will be treated with the strictest confidentiality and must comply with the policies of (Disability, gender and age; PEASS, anti-fraud and corruption, child protection and code of conduct). As an organization that promotes the inclusion of people with disabilities in the workplace, HI encourages this group of people to apply for this position. If you wish to request reasonable accommodation during the application process, please send an email to convocatoria-colombia@colombia.hi.org indicating in the body of the email to our recruitment team to provide reasonable accommodation to the application”.

**Only successful candidates will be contacted.**