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DRC Humanitarian Response Roster – New Candidate Database

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Info

Region

Roving/Global

Country

DRC Humanitarian Response Roster

Workplace

TBD

Contract Type

Expatriate contract

Published

09 Jan 2025



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Job ID

172958**Apply Now**

The DRC Humanitarian Response Roster (formerly known as the Standby Roster) is launching a new Candidate Database where individuals interested in joining the roster can register when the roster is not open for recruitment.

Please note: Registering in the Candidate Database does not mean you are a member of the DRC Humanitarian Response Roster. By registering, you are expressing interest in potential deployments and roster membership, but this registration does not automatically result in membership.

DRC will use this database to search for skilled humanitarian experts if we are unable to find a suitable candidate among our current roster members for a specific position. Additionally, candidates in the database will be notified when the roster opens for recruitment of new members.

Important: *It is not mandatory to register in the database to be considered for future roster membership. DRC will continue to accept applications for roster membership once a year, as usual.*

Requirements for registration in the new database:

Candidates registering in the database must meet the same criteria as those applying for roster membership, which include:

- Minimum of 3 years of humanitarian experience within their specific technical field
- 2-3 years of international humanitarian field experience
- Proficiency in one (preferably two) official UN languages. English is mandatory, while French is considered a strong advantage
- Knowledge and understanding of the complexities involved in refugee and IDP responses
- Relevant educational background and preferably United Nations experience

DRC Humanitarian Response Roster

The DRC Humanitarian Response Roster aims to mobilise qualified and committed humanitarian

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Registration Process:

Candidates should **apply for the role via the Standby Roster's internal recruitment site My Pages**. Please register as 'non-member', **do not attempt to login using existing DRC login details**.

If you are already a member of another DRC Roster, then you must register using a different email address. If you have already registered in the 2024 Candidate Database, you do not need to register again.

When registering, you will be asked to select their technical profile and upload an updated CV or P11 form. Note: we only accept CVs/P11 forms in English. Please ensure your contact information is correct in case DRC needs to contact you.

To confirm your registration, please click "Submit" in the system.

DRC will retain your information in the database for three years. After that period, you will receive a message from DRC asking if you wish to keep your data in the system.

We foster an inclusive and diverse database of experts and encourage all qualified candidates to register. All candidates registered in the database will receive confirmation by email once the registration is completed.

If you have any questions, please contact the SBR team at **sbr@drc.ngo**.

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Help applying

DRC as an employer

Founded in 1956, DRC Danish Refugee Council is Denmark's largest, and a leading international NGO. We have continuously been ranked as one of the best NGOs in the world - and are one of the few with a specific expertise in forced displacement. In over 30 countries, we protect, advocate and build sustainable futures for refugees and other displacement-affected people and communities.

By working in DRC, you will be joining a global workforce of over 6,000 employees. We pride ourselves on our:

- Professionalism, impact & expertise
- Humanitarian approach & the work we do
- Purpose, meaningfulness & own contribution
- Culture, values & strong leadership
- Fair compensation & continuous development

DRC's capacity to ensure the protection of and assistance to refugees, IDP's and other persons of concern depends on the ability of our staff to uphold and promote **the highest standards of ethical and professional conduct** in relation DRC's values and Code of Conduct, including safeguarding against sexual exploitation, abuse and harassment. DRC conducts thorough and comprehensive background checks as part of the recruitment process.

Danish Refugee Council is an equal opportunity employer and we consider all applicants based on individual merit and qualifications, regardless of personal characteristics or attributes. We are committed to increasing the diversity of our workforce, aiming for a 50% balance of men and women in management roles and ensuring that at least 50% of management roles are filled by national staff. We recognize that a diverse and inclusive team is crucial for achieving our organizational goals and making a positive impact on the communities we serve.

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Humanitarian Response Roster

Recruitment for the Humanitarian Response Roster

When open, the Humanitarian Response Roster will accept applications for a period of 3 weeks. The recruitment procedure typically takes 3-4 months from beginning to end.

The Humanitarian Response Roster is currently closed for recruitment. [Contact](#)



The application process

Through the DRC online **vacancies application system**, we ask the candidate to upload:

- An updated CV and/or P11
- A motivational letter
- Performance Evaluations from previous employment if possible
- Name and contact details for references will be requested later in the recruitment process.

After review and screening of all applicants, shortlisted candidates may be asked to undertake a written test.

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interview.

References provided by the candidate will be contacted by email during the recruitment process.

Becoming a member of the Humanitarian Response Roster

Membership and deployment through the Humanitarian Response Roster offer extensive opportunities to make a difference in the lives of people in need. It holds both personal and professional challenges as well as a myriad of unique experiences.

As a member you will be eligible for the following:

Membership obligations and conditions

Accepting membership of the Humanitarian Response Roster implies accepting the following obligations:

- The member should be available for deployments with short notice
- The member should nominate him/herself for deployments on a regular basis
- The member should on a regular basis update personal data on the member site MyPages (incl. updating personal CV)
- The member should commit to active membership of minimum 3 years
- The Humanitarian Response Roster has the right to exclude a member if qualifications no longer match the demands of the UN or DRC priorities or if performance during a DRC or any other partner agency deployment or training is not satisfactory.

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Find examples of Profiles and Terms of Reference for the
Humanitarian Response Roster here:

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Terms of Reference Humanitarian Response Roster

 2 file(s)



DRC Humanitarian Response Roster Profiles

 22 file(s)

Contact us



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