

April 29th, 2020

REQ: No 35



29 APR 2020

Save the Children

Approved
Dmitry

29/4/2020

INTERNAL/EXTERNAL JOB ADVERTISEMENT

VA -NO: 2020/04/29/02

The Organisation

We employ approximately 25,000 people across the globe and work on the ground in over 100 countries to help children affected by crises, or those that need better healthcare, education and child protection. We also campaign and advocate at the highest levels to realise the right of children and to ensure their voices are heard. We are working towards three breakthroughs in how the world treats children by 2030:

- No child dies from preventable causes before their 5th birthday
- All children learn from a quality basic education and that,
- Violence against children is no longer tolerated

We know that great people make a great organization, and that our employees play a crucial role in helping us achieve our ambitions for children. We value our people and offer a meaningful and rewarding career, along with a collaborative and inclusive workplace where ambition, creativity, and integrity are highly valued.

SCI is seeking to recruit: -

Job Title: CP Case Worker
Location: Kapoeta North
Number of position: Ten (10)
Reports to: Case Management Officer
Contract period: 3 Months (POSITION OFFER WILL BE SUBJECT TO APPROVED FUNDING BY DONOR SSHF).

JOB PURPOSE:

Under the supervision of the Case management Officer the Child Protection Case Worker is a member of Save the Children's (SC) IDPs and Refugee Crisis Response team at the location where he is deployed. The Caseworker will be responsible for the implementation of the Comprehensive Case Management as well as FTR activities as well as coordinating with relevant SCI staff and stakeholders involved in protection, family tracing and reunification (FTR) including child protection community mobilization staff.

The Case Worker will ensure that Child Protection concerns are responded to in a manner consistent with Save the Children's programming principles and approaches, drawn on relevant best practices and lessons learned, enable children to attain their rights and are compliant with donor regulations. accordingly. He/she will strive to uphold child protection best practices and compliance to humanitarian standards and SCI Quality Framework at all times and to inform the community and local authorities of appropriate measures to ensure the best interests of the child.

In the event of a major humanitarian emergency, the Caseworker will be expected to work outside the normal role profile and be able to vary working hours accordingly.

KEY AREAS OF ACCOUNTABILITY:

- Support on and keep up-to-date service map to which children and families can be referred in the facility and catchment area
- identify, assess, plan, document, refer (to relevant services) and follow-up at-risk children and families
- Manage cases in acceptable timeframe according to the South Sudan case Management SOPs.
- Undertake home visits to families of children receiving case management services
- Respect confidentiality and follow ethical guidelines/ standards
- Ensure that case management information is managed according to SCI approved procedures e.g. case management forms, registers and computer databases are used in an appropriate and correct manner and protected accordingly
- Ensure the functionality of the child help desk in collaboration with other CP staff and SCI staff from other sectors
- Facilitate, collect and report information regarding the overall situation of child protection risks in Save the Children operational areas
- Support the preparation of all procurement and administrative documents required for case management implementation.
- Prepare and share with line manager monitoring reports/updates
- Participate in Case conferences for the management of complex cases
- Maintain highest standards of professional conduct and ensure actions do not put children at risks
- Any other duties assigned by the line manager

General

- All other activities and functions required within the nature and scope of the position employed.
- Ensure good working relations are established and maintained with other partners, relevant government departments and the community in general.
- Any other duty as assigned to by the line manager

Working contacts

- **Internal:** All Staff and all Managers in Save the Children Field Programme level, field manager; Operations Manager, Finance, Logistics and HR in Juba
- **External:** County level sections, Local and International NGOs and UN Agencies in the field location

BEHAVIOURS (Values in Practice)

Accountability:

- holds self-accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values
- Holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.

Ambition:

- sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages their team to do the same
- widely shares their personal vision for Save the Children, engages and motivates others
- Future orientated, thinks strategically and on a global scale.



Collaboration:

- builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
- values diversity, sees it as a source of competitive strength
- Approachable, good listener, easy to talk to.

Creativity:

- develops and encourages new and innovative solutions
- Willing to take disciplined risks.

Integrity:

- honest, encourages openness and transparency; demonstrates highest levels of integrity

QUALIFICATION/EXPERIENCES/SKILLS**Essential**

- University degree preferably in social work or other relevant social sciences (OR diploma in these fields if the person has worked in similar position and has the required skills and experience)
- Minimum of 3 years sectoral (child protection) experience in a similar position
- Experience working and communicating with Children
- Excellent technical understanding of child protection and community based approaches
- Excellent technical understanding of child protection (especially case management) and community based approaches
- Excellent understanding of the case management including FTR process
- Strong interpersonal and communication skills
- Ability to prioritize tasks
- Able to lead a team to achieve results
- Flexibility and ability to work independently and in a team
- Able to work to tight deadlines and under pressure
- Able to operate in extremely harsh living and working environment
- Gender awareness and sensitivity
- Commitment to the aims and principles of SC. In particular, a good understanding of the SC mandate and child focus and an ability to ensure this continues to underpin our support
- Awareness of using positive discipline; an officer should never shout at, humiliate or hit children

Desireable

- South Sudanese National
- Previous NGO experience, including an understanding of the neutral status of an international NGO
- Good understanding of community politics and traditional networks in Eastern Equatoria and ability to speak local languages in Kapoeta (Juba Arabic, Toposa and Didinga).
- Computer skills
- Data Management skills

Additional job responsibilities

The duties and responsibilities as set out above are not exhaustive and the rôle holder may be required to carry out additional duties within reasonableness of their level of skills and experience.

Equal Opportunities

The rôle holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures.

Child Safeguarding:

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

Health and Safety

The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.

Code of Conduct:

Because Save the Children's work is based on deeply held values and principles, it is essential that our commitment to children's rights and humanitarian principles is supported and demonstrated by all members of staff. Save the Children's Child Safeguarding Policy and Code of Conduct set out the standards, which all staff members must adhere to:

FURTHER INFORMATION & HOW TO APPLY

Interested candidates should submit applications containing updated CV, Motivation Letter, Reference contacts, and ONLY Copies of Nationality ID, Academic documents & relevant certificates. On e-mail to: Wani.Angelo@savethechildren.org or hand delivered hard copies to the nearest save the children Office. *The position must be clearly indicated in your subject-line or envelop.*

Deadline for receiving applications is **18th May 2020 by 5:00 PM from Monday to Friday ONLY**

Please note that:

- This position is open to South Sudanese nationals only.
- The position is None-relocatable and based only in Kapoeta North
- Only candidates who meet the selection criteria shall be contacted

Disclaimer:

Save the Children International does not charge any kind of fee at whichever stage of the recruitment process and does not act through recruitment agents

