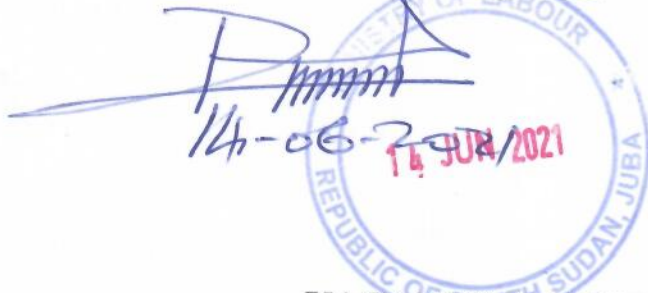


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APPROVED BY  
MOL R.S.S.



**South Sudan Program**  
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## VACANCY ANNOUNCEMENT

<b>POSITION TITLE:</b>	Child Protection Officer (1 Position)
<b>DUTY STATION:</b>	Kapoeta South County
<b>REPORTS TO:</b>	Senior GBV/Protection Officer
<b>STATUS:</b>	Full Time

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### Who we are?

American Refugee Committee is becoming Alight!

We believe that there is a simple human in the chance to build a life.

We believe in an abundant world full of amazing people who want to help.

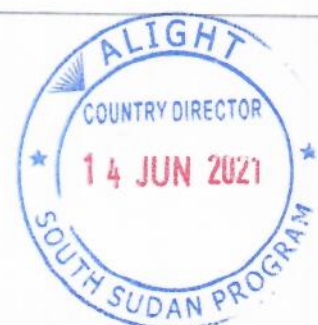
We believe in doing a better thing.

The overall objective of the ALIGHT South Sudan program is to inspire every South Sudanese and unleash abundance! Towards this, ALIGHT implements a multi-sectoral program that includes Nutrition, WASH and Gender Based Violence prevention and response activities. ALIGHT currently works closely with the County Officials and other government officials in the respective Departments. ALIGHT's GBV programming is expanding its outreach mechanisms and introducing innovative new initiatives while WASH is scaling up its activities to respond to increased need in the County and is strategically poised to expand its programming in Kajo-Keji County. ALIGHT has program activities in Central and Eastern Equatoria, Northern Bahr Gazal and Upper Nile.

*If you are looking for merely a job, look elsewhere; but if you wish to co-create you may want to join us!*

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**Why we need you? (PRIMARY PURPOSE OF THE POSITION):**





The purpose of this role is to coordinate and manage the CP and PSS activities in line with International minimum standards for Child Protection and Mental Health and Psychosocial Support.

The post holder provides professional, technical, operational and administrative assistance throughout the programming process for child protection programs/projects within the county. He/she will manage the CP and PSS activities inter facing with other programmes team members. The post holder will also contribute towards the capacity building of Alight GBV, Nutrition and WASH partners and community volunteers. Consistently and proactively monitor/assess the safety and security of field teams; promptly reporting concerns or incidents to Alight South Sudan management and liaising with community leaders and other external parties as required to maintain/enhance the security environment for Alight programs other duties as assigned by the supervisor to enable and develop Plan programs

## MAJOR AREAS OF ACCOUNTABILITY

In collaboration with the Field Team – the child protection officer will be responsible:

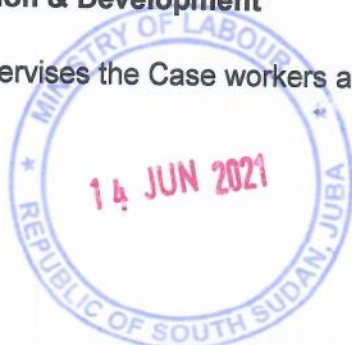
- To ensure children harmed or at risk of being harmed are identified and receive individual case management support by ensuring the use of the standardized case management tool, case management team members adhere to case management principles.
- To manage, provide training and technical support to, and build the capacity of the full case management team in consultation with the CP Specialist.
- To coordinate with other child protection agencies on case management and Mental Health and Psychosocial Support service providers.

## Technical Skills

- Provide technical and management leadership to the Case Management program in accordance with best practice and ARC policies, including its child-centered community-based approach.
- Ensure that solid case management, referral and information management systems are in place for appropriate identification, responses and follow-up for children harmed or at risk of being harmed
- Ensure regular communication with Project Coordinator and Program Coordinator to integrate appropriate child protection in emergencies priorities in program design
- Ensure regular Plan case review meetings and conferences are conducted to reflect on progress and to accommodate the lessons learned and improve case management system accordingly
- Ensure the Child Protection Database is set up, regularly updated, analyzed for trends in the caseload, and efficiently and confidentially managed in accordance with the CPIMS
- provide support to Family Tracing and Reunification activities in collaboration with other Like-minded implementing partners
- Collaborate with other project staff to ensure referrals to other services such as psychosocial support and education/livelihoods interventions

## Staff Supervision & Development

- Directly supervises the Case workers and PSS Assistant





- Maintain open and professional relations with team members, promoting a strong team spirit and providing oversight and guidance to enable staff to successfully perform in their positions.
- Ensure timely completion and submission of regular program and staff reporting and annual performance reviews, as appropriate
- Assist with the recruitment of Case Workers staff.
- Ensure training, support and ongoing capacity building opportunities for case workers and CFS Facilitators on technical and project management skills.
- Provide evaluations on staff performance in accordance with Alight HR Policies and Guidelines.
- Ensure that all Alight policies are upheld, as well as international Minimum Standards for Child Protection, Case Management, and Guidelines.

### **Planning & Implementation**

Produce monthly data and regular narrative reports for different stakeholders as well as donor narrative reports of high quality in collaboration with line manager and the M&E coordinator. Supports implementation and ensure adherence to monitoring and evaluation plans.

### **Monitoring & Reporting**

- Initiate regular, participatory assessments/feedback surveys with client communities.
- Provide inputs into and consolidate weekly, monthly and quarterly progress reports on the Case Management activities; Submit reports for all field activities, trainings and meetings.
- Maintain effective and efficient oversight, quality control and reporting systems and processes that ensure regular field monitoring and modifications as required.
- Contribute to Alight South Sudan and donor reports on activities, indicators and achievements, as well as best practices and lessons learned.

### **Coordination & Representation**

- Actively develop and maintain effective working relationships with key stakeholders, including donors, government actors, UN agencies, international and local NGOs, and other relevant actors.
- Regularly attend CP sub-cluster and MHPSS Working group meetings at the County and Possibly State levels to contribute to coordination of case management responses and psychosocial support.

### **Program Development**

Contribute to the development of the CP program strategic direction for responding to children harmed and at risk of being harmed

Contribute to proposal development activities (narrative and budget) through planning and program design with relevant field-based staff and ensure technical standards are taken into consideration

### **Human Resource Development**

Supports the orientation, on-going development/training and builds capacity of local partner staff when required.





### **Learning and knowledge management**

Shares relevant information within the team establishing and supporting the proper documentation of activities

#### **Resource Mobilization**

Support resource mobilization efforts by supporting proposal preparation and related engagement.

### **Dealing with Problems**

- Ability to manage competing priorities and expectations from internal and external stakeholders and remain calm and resilient in the face of pressure.
- Manage multiple and work with distant colleagues to form a virtual efficient administration team;
- Use Plan procedures to settle conflicts among colleagues;
- Resolve problems that are not covered by established process.
- Analyze possible causes of problems and suggest solutions to get them resolved.
- Refer, whenever necessary, the case to the Child Protection partners or UN agencies in the area

### **Communications and Working Relationships:**

- Working contacts inside and outside the organization, support the preparation of reports for domestic and international consumption.
- Provide timely responses concerning queries linked with relevant projects or programmes.
- Report to the Child Protection Program Coordinator and County Coordinator
- Provide support to Alight South Sudan delivery and resource mobilization.
- Work with other members of the programmes units to ensure effective and efficient project delivery.

### **EDUCATION, TECHNICAL SKILLS & KNOWLEDGE REQUIRED**

- BA or equivalent in Social Science, Social Work, Psychology, Human Rights or related degree desired
- At least 3 years' experience in implementing child protection programs, preferable social work or case management, in humanitarian or development settings
- At least 2 years direct experience providing services to children at risk and victims of abuse, exploitation and violence, providing gender-sensitive and child-friendly counseling services, and/or developing/implementing referral pathways and case management systems
- Previous experience supervising and managing a team in a cross-cultural setting
- Demonstrated experience in capacity building and mentoring of staff
- Previous experience in emergency preparedness and response
- Experience working with case files and databases and providing regular documentation preferred
- Experience in grant management and proposal writing preferred
- Proven knowledge in PFA, MHPSS and CP minimum standards
- Profound knowledge of SEA, FRAUD



## HOW TO APPLY

Qualified and interested candidates should submit their applications which include the cover letter, together with an updated CV with at least three professional referees addressed to Alight South Sudan office located in Goshen House 2<sup>nd</sup> Floor. Applications can also be submitted to the following email address: [recruitmentss@WEAREALIGHT.ORG](mailto:recruitmentss@WEAREALIGHT.ORG) or Alight field offices in Kapoeta South.

Please note that Alight retains all applications and the files will not be returned to the applicants at the end of the recruitment process. Due to the urgency of the position, applications will be reviewed on regular basis hence these positions may be filled before the expiry date of the advert. **Only shortlisted candidates will be contacted for an interview.**

The Deadline for receiving applications is July 1<sup>st</sup> , 2021 at 5:00 pm local time.

