



Vacancy Announcement	
Job Title:	Child Protection Capacity Sharing Officer
Band / Level / Grade:	8B
Department:	Child Protection
Location:	Juba /Don Bosco IDP Camp
Overtime Eligible: (per local law)	Exempt
Opening Date	July 20 <sup>th</sup> 2022
Closing Date	August 8 <sup>th</sup> 2022

20/07/2022

**BACKGROUND:**

The International Rescue Committee (IRC) responds to the world’s worst humanitarian crises and helps people to survive and rebuild their lives. Founded in 1933 at the request of Albert Einstein, the IRC offers lifesaving care and life-changing assistance to refugees forced to flee from war or disaster. At work today in over 40 countries and 22 U.S. cities, we restore safety, dignity and hope to millions who are uprooted and struggling to endure. The IRC leads the way from harm to home. IRC has operated in South Sudan for over 30 years now delivering humanitarian relief, post-conflict assistance, and development programs in both refugees, internally displaced and host community settings. IRC operates in 10 field offices including in Juba with program portfolio covering health, nutrition, EH, child protection, economic recovery and development (ERD)/livelihoods, women’s protection, and empowerment, Education, and general protection. IRC continues to provide life-saving assistance and humanitarian aid to vulnerable South Sudanese, trying to rebuild their lives and restore peace. The IRC’s new strategy in South Sudan will prioritize improving health, safety, and economic well-being, targeting women, children, and other vulnerable.

**SUMMARY OF RESPONSIBILITIES**

The Child Protection Capacity Sharing Officer will be responsible for the capacity development of the CP staff in IRC and the local partner. Ensure the development and implementation of Partnership Project Support Plan (PPSP) to increase local partner’s knowledge and skills to deliver quality child protection prevention and response services. S/he will act as the CP main focal point for the local partner that IRC will identify and work with for the duration of the project and will monitor the progress of capacity sharing efforts to ensure they are able to deliver quality CP programming by the end of the year. S/he will apply the principles of IRC’s partnership excellence for equality and result system (PEERS) throughout the engagement with the local partner.

**MAJOR RESPONSIBILITIES**

Under the direct supervision of the Child Protection Coordinator, the Senior Case Management Officer will be responsible for the following specific activities:

**Training & Capacity Sharing**

- ❖ Contribute to the development of training and learning modules and mentoring and coaching tools.
- ❖ Work closely with the CP partners and ensure the quality of the CP program implementation are to the standard of IRC, and the CP Minimum standards.
- ❖ Brief and update IRC’s staff in partnership principles and effective partnering strategies.
- ❖ Facilitate CP trainings in the area of Comprehensive CP Case Management including family tracing reunification (FTR), PFA, MHPPSS, Social and Emotional Learning (SEL), Parenting Skills, Community Based Child Protection Network (CBCPN), and community mobilization, reporting for IRC staff and local partners.



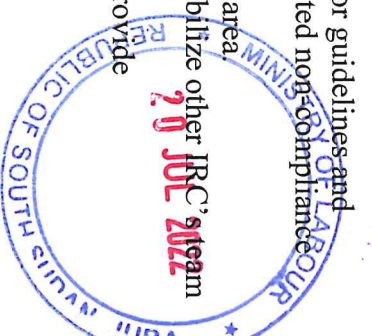
- ❖ Liaise and support the local Partner's CP Officer and case workers to ensure proper identification and registration of harmed children or at risk of being harmed, through different outreach gateways (field visits, referrals from partners and NGOs, referrals from different IRC teams, referrals from community and volunteers networks, and referrals from UN agencies).
- ❖ Ensure the vulnerabilities and risk assessments done by the local partner's case workers for the newly identified cases to ensure the accurate identification of risk level and vulnerabilities.
- ❖ Ensure that the individual case management provided by the cases workers for the children in the areas of intervention is in line with the guidelines of national case management SOP and case management practical guidance.
- ❖ Provide technical support and on Job coaching for each caseworker during the different steps of the case management (identification and registration, comprehensive assessment, case plan development, implementation of the case plan, follow up and review, and case closure).
- ❖ Ensure the SHLS managed by the local partner is safe for children and providing the comprehensive service as per the curriculum including SEL, reading, maths and parenting skills training.
- ❖ Develop and adapt training materials (handouts, presentations, etc.) and tools to monitor effectiveness of trainings, including pre and post-tests.
- ❖ When needed, work on updating training material, modules and tools, develop facilitation guides, etc...
- ❖ Ensure proper documentation of all training and capacity building session, keep track of the attendance sheets, training reports, training tracker and fill in the training database for trainings.

**Program Management Support to Partner:**

- ❖ Assist partner staff with understanding IRC's required policies and procedures as per the sub-grant agreement and best practices (procurement, financial reporting, child safeguarding, etc.)
- ❖ Assist partner and program staff to strategize ways to ensure program delivery meets targets or adjust work plans accordingly.
- ❖ Regularly participate in the Project Cycle Meeting (PCM) and Partnership Project Review Meetings (PPRM), R&R Meeting and Project Closing Meetings.
- ❖ With the support of the Child Protection Coordinator and Grants & Partnership Manager develop a Partner Project Support Plan (PPSP) based on the capacity review and discussions with the local partners.
- ❖ With guidance from CP coordinator, ensure partner staff are aware of IRC's/donor guidelines and policies and that these are adhered to at all times, immediately raising any suspected non-compliance with grants unit.
- ❖ Participate in the mapping and assessment of local partners working in the target area.
- ❖ Conduct regular coaching and mentoring sessions with local partner staff and mobilize other IRC's team members to provide technical input and expertise.
- ❖ Utilize agreed tools to monitor quality of implementation by local partners and provide recommendations to address gaps.
- ❖ Develop work plans and benchmarks with local partners.
- ❖ Ensure proper documentation for all local partners activities.
- ❖ Support the partner during the reporting processes, including narrative report, success stories to ensure adherence to IRC's standard.
- ❖ Provide feedback to the CP Coordinator on how to best support local partner's capacity building process.
- ❖ Provide feedback to Child Protection lead of the local partners on the capacity sharing process.

**Partnership Duty of Care**

- ❖ Ensure partnerships are based on mutual understanding of values, mission and goals.
- ❖ Ensure the PEERS principles are observed at all the time.
- ❖ Empower partners to take the lead in their own development
- ❖ Ensure appropriate mainstreaming of cross cutting themes and principles such as humanitarian principles, gender, child safeguarding, protection, etc.



- ❖ Other duties as assigned by the supervisor to enable and develop IRC programs
- This job description does not represent an exhaustive list of responsibilities and tasks but indicates the main responsibilities required from employees in the role. The organization reserves the right to require employees to perform other duties from time to time.

### **Compliance**

Ensure that all activities respect the principle of confidentiality and that all incidents reported to IRC are handled with due regard to protection principles.

Ensure adherence to IRC-South Sudan specific finance, logistics, IT, security, communications and human resource/administration policies and procedures.

Incorporate and comply with any new procedures and guidelines designated in circulars from Country Director

Ensure any violations of the IRC Sexual Abuse and Exploitation Code of Conduct are reported to the supervisor, the Country Director, or through the anonymous reporting mechanism. The reporting of violations is an obligation on the part of all staff members.

Assist where necessary in undertaking activities that aim to prevent the occurrence of sexual abuse and exploitation of beneficiaries by IRC and other humanitarian workers

Ensure compliance of IRC's Child Safeguarding policy in all IRC activities and report any violations observed or reported through the necessary channels immediately.

### **Confidentiality**

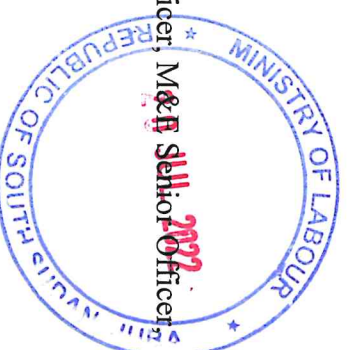
Ensuring the non-disclosure of any information whatsoever relating to the practices and business of IRC acquired in the course of duty, to any other person or organization without authority, except in the normal execution of duty

### **KEY WORKING RELATIONSHIPS**

**Who this position reports to:** Child Protection Coordinator

**Who this position supervises:** None

**Who this position works with:** CP Managers, Case Management Senior Officer, M&R Senior Officer partnership focal points, Field Leads, etc



### **JOB QUALIFICATIONS:**

#### **Education:**

- ❖ Bachelor's Degree level required preferably in Social work & social Administration, Sociology, Psychology, development studies, human rights, or other related social sciences.

#### **Work Experience:**

- ❖ Minimum of 3 years of progressive experience in Child Protection program especially case management in humanitarian settings; Demonstrated knowledge of child protection, MHPPSS or social work minimum standards; Demonstrated experience in working with vulnerable children (unaccompanied and separated) preferred; Experience of working with a diverse portfolio of Donors and knowledge of specific donor guidelines.

#### **Demonstrated Skills and Competencies:**

- ❖ High degree of flexibility and ability to work under extreme hardship conditions, Ability to work under pressure for meeting tight deadline; Good computer knowledge (Office Word and Excel, outlook) including working on different database; Experience working in a multidisciplinary team is an advantage; Strong interpersonal skills, strong initiative, able to handle complex assignments; Works collaboratively with team members to achieve results; Ability to work in isolated areas with minimum comfort.



### **Language Skills:**

- ❖ Excellent communication skills, and writing of concise reports in English
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### **STANDARDS OF PROFESSIONAL CONDUCT:**

The IRC and IRC workers must adhere to the values and principles outlined in IRC Way Standards for Professional Conduct. These are Integrity, Service, Accountability and Equality. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

### **SAFEGUARDING POLICY:**

The IRC has a zero-tolerance policy for safeguarding violations by staff, incentive workers, visitors, sub-grantees, suppliers/sub-contractors, and implementing partners. Safeguarding at the IRC is an integral to the organizational values and ethics, and staff and associates are expected to take all reasonable steps to prevent the sexual exploitation, abuse, and harassment of any person linked to the program by both its employees and any downstream partner. The successful candidate will be subject to a thorough background check and satisfactory references.

### **NARROWING THE GENDER GAP:**

The International Rescue Committee is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including a flexible hour (when possible), maternity leave, transportation support, and gender-sensitive security protocols

### **EQUAL OPPORTUNITY EMPLOYER:**

IRC is an Equal Opportunity Employer. IRC considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable laws

**‘WOMEN, MINORITIES AND PEOPLE LIVING WITH DISABILITIES ARE ENCOURAGED TO APPLY.**

### **HOW TO APPLY:**

Interested applicants should submit a **CV with 3 references** and a copy of their **South Sudan national ID, to IRC Office Juba** or, by email to [SS-HR@rescue.org](mailto:SS-HR@rescue.org) **Not later than 5:00 PM on Monday 8<sup>th</sup> August 2022.**

**NOTE:** Only short-listed candidates will be contacted and attach photocopies only while original academic documents will be asked at the interview panel and all the photocopies will remain the property of IRC.

**LEBEL YOUR APPLICATION CLEARLY: “CHILD PROTECTION CAPACITY SHARING OFFICER -JUBA”**

