



The following provides guidance on development of role profiles. This guidance should be used when completing the template. (Please use font Gill Sans MT size 11)

26 April 2023



Save the Children

Job-Advertisement

Save the Children is an international non-governmental organization that works for a future of children, their families and communities realize social equity and dignity; have access to their basic physical, emotional and development needs.

SCI is seeking to recruit: -

Job Title: CP Case worker (2 post)

Location: Bor Field Office

Reports to: Child Protection Officer

Contract Period: 1 year with possibility of extension



CHILD SAFEGUARDING: (select only one)

Level 3: the role holder will have contact with children and/or young people intensively because S/he works in country programs.

ROLE PURPOSE: Under the supervision of the Case management Officer the Child Protection Case Worker is a member of Save the Children's (SC) case management 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.

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.

SCOPE OF ROLE:

Role Dimensions:

- **Internal:** All Staff and in Save the Children with relevant qualification and experience
- **External:** County level sections, Local and International NGOs and UN Agencies in the field location

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, 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
- Facilitate, collect and report information regarding the overall situation of child protection risks in Save the Children operational areas

Approved by



26/04/2023



- 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

BEHAVIOURS (Values in Practice) (Section should not consist of Competencies as this are the standard 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

QUALIFICATIONS

Minimum Diploma in social sciences, social work or community development

EXPERIENCE AND SKILLS

Essential

- 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 proces
- 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





- Knowledge of the area, socio-culture and local language where the post is located as an added advantage

Additional job responsibilities

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

Equal Opportunities

The role 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.

Female candidates are highly encouraged to apply

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 environment where ambition, creativity, and integrity are highly valued.

Application Information:

Please attach a copy of your CV and cover letter with your application, and include details of your current remuneration and salary expectations. A copy of the full role profile can be found at [SCI Career Site Careers \(oraclecloud.com\)](https://www.oraclecloud.com)

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.

All employees are expected to carry out their duties in accordance with our global anti-harassment policy.

Deadline for submitting applications: **15th, May, 2023.**



26/2/2023