

## Vacancy Announcement

**Job Title:** Roving Child Protection Officer  
**Band / Level / Grade:** 8B  
**Department:** Child Protection  
**Location:** Roving - Juba  
**Overtime Eligible:** Exempt  
(per local law)



### **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:**

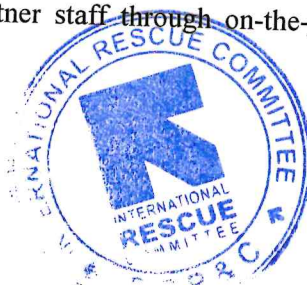
The Roving Child Protection Officer, under the direct supervision of the Child Protection Manager, will support partner-led implementation of child protection activities through technical supervision, mentoring, capacity strengthening, and quality assurance. The role will guide case workers and community-based child protection volunteers to ensure quality delivery and accurate documentation of child protection services, including case management, psychosocial support, family tracing and reunification, parenting support, and community-based child protection mechanisms, in line with national and inter-agency standards. The officer will also support service monitoring, client responsiveness, service mapping, and referral pathway strengthening for children requiring specialized services, while contributing to the overall strategic direction and intended outputs of the project.

### **Technical supervision and quality assurance**

- Provide day-to-day technical support and field-level supervision to partner child protection staff, including case workers and community-based facilitators, to ensure quality implementation of child protection interventions.
- Ensure that case workers effectively deliver case management services in accordance with the South Sudan Child Protection Case Management Standard Operating Procedures, relevant inter-agency guidance, and donor requirements.
- Conduct regular individual and team case reviews with case workers to assess case progress, identify challenges, and strengthen quality of service delivery.
- Review and support case workers' caseload management to ensure caseloads remain appropriate, balanced, and responsive to the complexity of cases.
- Ensure urgent and high-risk cases are identified and addressed without delay, and promptly escalate critical protection concerns to the Child Protection Manager for further action.
- Undertake regular field visits to monitor implementation progress, observe service delivery, and provide practical technical guidance to partner staff.
- Conduct monthly case file audits and provide structured feedback to case workers to improve case documentation, case planning, follow-up, and alignment between identified needs and actions taken.
- Ensure all case files are properly completed, safely stored, and maintained in line with child protection information management protocols, confidentiality standards, and data protection principles.
- Verify consistency between active caseloads, hard copy case files, and CPIMS+ records, and support case workers to address documentation gaps.

### **Capacity building and mentoring**

- Build the technical capacity of partner staff through on-the-job coaching, mentoring, case conferencing, and structured follow-up support.



- In coordination with the Child Protection Manager and Education and Child Protection Technical Coordinator, support the planning and delivery of formal trainings and refresher sessions on child protection case management, psychosocial support, safe identification and referral, family tracing and reunification, child safeguarding, and related thematic areas.
- Hold regular mentoring and coaching sessions with case workers based on identified technical gaps, performance issues, and emerging needs.
- Support partner teams to strengthen understanding and practical application of child safeguarding principles and appropriate behavior with children, and ensure any safeguarding concerns are reported and addressed immediately.
- Contribute to partner capacity strengthening plans by identifying priority learning needs and recommending targeted technical support actions.

#### **Partner support and implementation oversight**

- Support partner organizations in organizing and managing the daily work of case workers and other frontline child protection staff, including task allocation, follow-up, and performance support.
- Work closely with partner teams to strengthen implementation of child protection activities and ensure services are delivered in a timely, safe, and child-centered manner.
- Support partners to monitor the quality and impact of services through post-service interviews with children and caregivers, documentation of feedback, and regular analysis of lessons learned and service gaps.
- Promote continuous learning and adaptive implementation by discussing trends, challenges, and good practices with partner teams and the Child Protection Manager.
- Provide practical support to partners in updating service mapping and referral pathways in coordination with the Child Protection Working Group and relevant service providers.
- Support the organization of case management coordination meetings and technical discussions with service providers when needed to strengthen referrals and follow-up.

#### **Information management and reporting**

- Support case workers in accurate and timely CPIMS+ data entry and use of case management tools.
- Review weekly data and case management updates from partner teams and compile quality summaries for submission to the Senior Roving Case Management Officer and Child Protection Manager.
- Monitor data quality, completeness, and timeliness, and work with partner staff to address identified issues.
- Ensure that all child protection information is handled confidentially and in accordance with data protection and information-sharing protocols.

#### **Coordination and representation**

- In collaboration with the Child Protection Manager, maintain regular coordination with partner organizations, local authorities, UN agencies, NGOs, community-based child protection networks, service providers, and relevant technical working groups to support effective implementation and referral pathways.
- Strengthen collaboration between partners and other child protection actors to ensure smooth referrals, follow-up of services, and complementarity of interventions.
- Represent IRC in field-level technical meetings and coordination forums as delegated by the supervisor.
- Identify implementation gaps, service delivery bottlenecks, and opportunities for improved partner support and complementary programming, and share recommendations with the Child Protection Manager.

#### **Safety and risk management**

- Proactively monitor and assess the safety and security of partner and field teams during implementation, and immediately report concerns or incidents to IRC management.
- Liaise with community leaders and relevant stakeholders, as needed, to support safe access and maintain an enabling environment for child protection programming.

#### **Other**

- Carry out any other duties assigned by the supervisor in support of quality child protection programming.

**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:**

**Position Reports to: Child Protection Manager**

**Position directly supervises: Case Workers**

**Other Internal and/or external contacts:**

CP Assistant, Community Child protection Volunteers, Child Protection Focal Points from Community Child Protection Committees, and Child Protection Help Desk Focal Points.



**Job Qualifications:**

- **Education:** Bachelor's Degree Level required preferably in social work & social Administration, development studies, Sociology, human rights, Psychology or other related social sciences. The Diploma holders in the above disciplines with strong Experience in the similar Job can also be considered.
- **Work Experience:** Minimum of 2 years of progressive experience in Child Protection program especially case management in humanitarian settings; Demonstrated knowledge of child protection, MHPSS 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

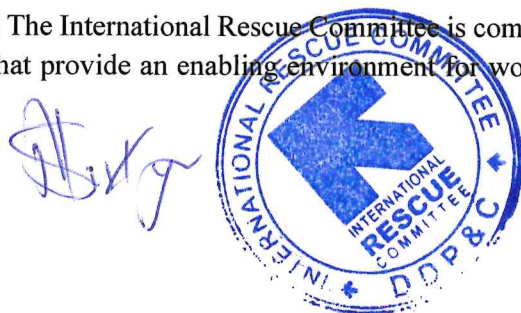
**The IRC Core Values and Commitments:**

**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 and PSEA policy:** The IRC has a zero-tolerance policy for safeguarding/PSEA violations by staff, incentive workers, visitors, sub-grantees, suppliers/sub-contractors, and implementing partners. Safeguarding/PSEA at the IRC is an integral to 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.

Promote and actively participate in initiatives and efforts to build team engagement, inclusion and cohesion in IRC. Foster ongoing learning, honest dialogue and reflection to strengthen safeguarding and to promote IRC values and adherence to IRC policies. IRC strives to build a diverse and inclusive team at all levels who as individuals, and as a group, embody our culture statement creating a working environment characterized by critical reflection, power sharing, debate, and objectivity for us to achieve our aspirations as a team and deliver the best possible services to our clients

**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 because 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.

**How to apply:**

Interested applicants should submit a CV with 3 references and a copy of their national ID to Human Resources Juba IRC Country Head Office-Located in **APTECH Africa Office Building 3rd Floor, Plot 63 Block AXIII Hai Malakal, Juba, South Sudan** or you can e-mail applications to [SS-HR@Rescue.org](mailto:SS-HR@Rescue.org) not later than **17<sup>th</sup> April 2026 @ 4:30pm**.

**NOTE:** Only shortlisted candidates will be contacted and attached photocopies only while originals will be asked at the interview panel and all the photocopies will remain the property of IRC.

**CLEARLY LABEL YOUR APPLICATION, Roving Child Protection Officer – Juba - Roving**

**- JUBA, SOUTH SUDAN**

***“WOMEN, MINORTITIES AND PEOPLE LIVINING WITH DISABILITIES ARE ENCOURAGED TO APPLY”.***



A handwritten signature in blue ink, appearing to be "S. K." or similar, written in a cursive style.

