

April 29th, 2020



REG: No 216



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INTERNAL/EXTERNAL JOB ADVERTISEMENT
VA -NO: 2020/04/29/01

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: Child Protection Coordinator
Location: Kapoeta North
Number of position: One (01)
Reports to: Child Protection Program Manager
Contract period: 3 Months (POSITION OFFER WILL BE SUBJECT TO APPROVED FUNDING BY DONOR SSHF).

JOB PURPOSE:

The role of the Child Protection Assistant Project Manager is to support all child protection activities and provide support to the Child protection department in the designated areas of response. He or she will particularly work with the Child protection Program Manager and Head of Program implementation to ensure all the CP projects are implemented efficiently and effectively to reach the children across the state/ Zone.

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

KEY AREAS OF ACCOUNTABILITY:

- Identify potential Child Protection stakeholders and resources for partnership /project implementation in the targeted locations;
- Conduct daily project activities as stated in the annual implementation plan (i.e. training, mentoring etc.)

- Manage project implementation challenges with support from the CP Project Manager
- Conduct daily, weekly and monthly project data collection
- Manage and implement field baseline, mid-line & end line which include training of enumerators
- Provide support supervision and mentorship to CP Officers (PSS Officer, Case Management officer, Data Officer, etc)
- Implement CP activities according to the set quality benchmarks
- Facilitate CP Project quality benchmark audits and creates the report
- Prepare CP Project quarterly reviews and reporting according to the results framework
- Develop monthly project implementation plans and reports (both narrative and statistical)
- Facilitate project documentation i.e. developing dissemination project case stories (good practise stories case studies etc.)
- Establish new and essential stakeholder relationships
- Strengthen existing stakeholder relationships at Districts and local level
- Coordinate and facilitate the Child Protection Systems reports and maintain the database of child protection referral and feedback
- Any other related responsibilities as the CP Project Manager may require.

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

QUALIFICATIONS/EXPERIENCES/SKILLS**Essential:**

- Bachelor's degree in a relevant development or social science field or equivalent recognized Project Management qualification;
- At least 2-3 years' experience in the South African children's sector;
- Demonstrate skills and experience in project implementation, preferable having worked in the NGO sector
- Training skills
- Problem solving and decision making skills
- Community mobilization skills
- Excellent verbal and written communication skills, especially in English and other local languages
- Experience in planning and facilitation skills
- Competent in Microsoft office and project management tools e.g. excel
- Ability to take initiatives and multitask without supervision
- A team player with good interpersonal skills
- Effective time management and coordination skills

Desireable

- Financial management and understanding of budgets and management thereof
- Previous experience with SCI.

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.

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

