

<p><b>JOB TITLE</b>  Child Protection Program Manager</p>
<p><b>LOCATION</b>  International, including remote and insecure locations</p>
<p><b>ROLE</b>  The Child Protection Adviser will generally be deployed to the field as the lead technical Adviser in a small or medium-sized emergency or the 2<sup>nd</sup> phase of a large emergency. Alternatively they may be deployed as a field level technical coordinator in a complex, large-scale emergency. On occasion they may also be asked to gap fill a senior child protection advisory role in a chronic humanitarian country programme. The overall aim of the Child Protection Adviser will be to assess, design and guide staff to initiate interventions to address violations of children’s rights to protection from abuse, exploitation, violence and neglect. The post holder is responsible for ensuring that quality programmes are initiated and capacities developed to provide these kinds of protection to children in a range of Save the Children’s emergency responses world-wide. The post holder will be expected to lead on sectoral assessment, programme design and masterbudgeting, coordination, and support fundraising, recruitment and procurement..</p>
<p><b>MAIN RESPONSIBILITIES</b>  <i>Support (typically will be for small or medium-sized emergencies):</i></p> <ul style="list-style-type: none"> <li>• Lead on child protection assessments using SC assessment processes and tools and the Inter-agency Child Protection Assessment Resource Toolkit. Adapt the Assessment Tool as necessary. Coordinate with other SC thematic areas and/or the Child Protection Working Group or other external sector agencies, ensuring assessment findings are documented and that all assessments include a disaggregated analysis of children’s needs.</li> <li>• Working with the Deputy Team Leader – Programmes or Team Leader to develop child protection response plans and masterbudgets and contribute to Save the Children’s overall response strategy. From the strategy initiate programming in the following areas as appropriate: <ul style="list-style-type: none"> <li>○ Support to the psychosocial (physical, social, emotional) wellbeing of children and their families.</li> <li>○ Emergency family tracing interventions and alternative are options for unaccompanied and separated children, utilising tools within the Inter-Agency Child Protection Information Management System</li> <li>○ Prevention and response to child recruitment including advocacy and disarmament, demobilisation and reintegration initiatives</li> <li>○ Prevention and response to sexual exploitation and abuse (SEA) and gender-based violence (GBV)</li> <li>○ Prevention and response to the main risks for children’s exposure to physical harm</li> <li>○ Prevention and response to all forms of exploitation including harmful child labour and child trafficking</li> <li>○ Integration of child protection in to other core sectors</li> </ul> </li> <li>• Working closely with senior staff, support fundraising for child protection, including development of high quality concept notes and proposals, and engagement with donors’ technical advisers.</li> <li>• Prepare and oversee programme implementation to ensure timely delivery of programme activities (for example, monitoring against logframes, individual performance management workplans).</li> <li>• Prepare timely programme and donor reports on child protection project activities in compliance with internal SC requirements and any relevant external donor requirements.</li> <li>• Working closely with the HR team, identify child protection staffing needs (both national and international) for emergency programmes, and ensure rapid recruitment, induction and training of new staff.</li> <li>• Identify child protection programme supplies needs and coordinate with the logistics team to put in place a sensible phased procurement plan.</li> <li>• Working closely with the Monitoring &amp; Evaluation team put in place a child protection M &amp; E plan, ensuring this links to reporting requirements, and capacity build child protection and M&amp;E field staff in carrying out the work.</li> <li>• Working closely with the Accountability lead put in place accountability activities for child protection, ensuring that feedback from all relevant stakeholders is considered in programme design.</li> <li>• Ensure that the minimum standards of humanitarian relief are maintained in accordance with the Minimum Standards for Child Protection in Humanitarian Settings, the Sphere Charter and Red Cross Code of Conduct.</li> </ul> <p><i>Capacity Building:</i></p> <ul style="list-style-type: none"> <li>• Identify learning and training opportunities for Save the Children staff and partners and work as a mentor and role model for less experienced staff.</li> </ul> <p><i>Representation &amp; Advocacy &amp; Organisational Learning:</i></p> <ul style="list-style-type: none"> <li>• Ensure that Save the Children's work is coordinated with efforts of other agencies and Government, and take a leadership role within Interagency Coordination forums, ensuring the specific needs of children are being addressed. This may involve taking the lead in the Child Protection Working Group and/or sub-groups.</li> <li>• Take steps to document lessons learned for wider dissemination.</li> <li>• In collaboration with senior programme staff, assist in child protection advocacy activities that target decision-makers at all levels.</li> <li>• In collaboration with SC Child Protection colleagues, feed in learning, experiences and evidence to relevant global child</li> </ul>

- protection advocacy objectives.
- Identify opportunities and material to contribute to communications and media work, acting as a spokesperson when required.

*General:*

- Comply with Save the Children policies and practice with respect to child protection, code of conduct, health and safety, equal opportunities and other relevant policies and procedures.

**PERSON SPECIFICATION**

**Required**

- Significant management experience working in an emergency response contexts or fragile states
- Previous first phase emergency response experience is essential
- Education to MSc/MA/MEng level in Social Work, Human rights Law, International Relations, Development Studies or similar, or equivalent field experience.
- Ability to identify the main gaps in child protection in the given context to inform a holistic response for children.
- Good knowledge of and experience in using established inter-agency standards and guidelines in child protection, such as the Inter-agency Guidelines on Separated and Unaccompanied Children, the Paris Principles, MRM, SC Child Friendly Spaces Handbook, and the Minimum Standards for Child Protection in Humanitarian Settings.
- Previous experience of managing a team and of project management
- Experience of and commitment to working through systems of community participation and accountability
- Experience in monitoring and evaluating child protection programmes in emergency, transition and development contexts
- Ability to work both in an Advisory and a hands on implementation capacity
- Experience in capacity building and in strengthening various duty bearers understanding of and response to child protection.
- Experience of representation and ability to represent SC effectively in external forums.
- Experience of preparing successful funding proposals for donors
- Ability to write clear and well-argued assessment and project reports
- Excellent communication skills
- Strong influencing skills and experience in advocacy
- Politically and culturally sensitive with qualities of patience, tact and diplomacy
- A high level of written and spoken English
- The capacity and willingness to be extremely flexible and accommodating in difficult and sometimes insecure working circumstances.
- Commitment to and understanding of child rights, the aims and principles of SC , and humanitarian standards such as the Sphere Charter and the Code of Conduct. In particular, a good understanding of the SC mandate and child focus and an ability to ensure this continues to underpin our support

**Desirable**

- Language skills in French, Spanish, and/or Arabic
- Good working knowledge of the Inter-Agency Child Protection Information Management System
- Experience or knowledge of working and living in relevant regions/contexts
- Specific experience of designing and managing DFID and ECHO projects
- Specific experience of working in interagency projects.

**WORKING CONDITIONS**

All Global Roster members are available and ready to be deployed anywhere in the world at short notice. They will normally work unusual hours and are often working in stressful and insecure environments.

**Date:** February 2015