

20 January 2023



Save the Children

Job Advertisement

Save the Children is an international non-governmental organization that works for a future where 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: Safeguarding Manager

Location; Juba (with travel to field locations)

Reports to: HR & Organizational Development Director

Contract Period: 12 months with possibility of extension

ROLE PURPOSE:

Save the Children International is committed to strengthening our Child/Adult Safeguarding work in humanitarian settings – with robust mechanisms for awareness, prevention, reporting, responding and offering support to survivors, promoting a child and adult safe environment, and holding those responsible for abuses to account. Reporting and responding to concerns forms the cornerstone of the safeguarding mechanism, for which the Country Offices are the primary leads. The Safeguarding Manager plays a key role by providing oversight, quality control, coaching to Safeguarding Focal Points in field offices and ensuring effective response and communication with the Senior Leadership Team (SLT) and Regional Safeguarding team on all cases of safeguarding incidents or concerns in the South Sudan Country Office.

The Safeguarding Manager will provide capacity building support to the country programmes to strengthen the survivor support mechanisms, implement lessons learned from cases, and strengthen field office systems to prevent future incidents, address gaps in safeguarding system and feed to Thematic Leads and Programme Development teams to improve program design.

This role will liaise regularly with staff across the organisation including, country and field office programme and support staff. The post holder may also represent Save the Children at external fora, including on relevant UN sector and cluster teams, PSEAH taskforce groups and other inter-agency meetings specific to a humanitarian response.

We are looking for an ambitious, social and talented colleague with eye for detail, a drive to learn and passion for safeguarding children/adults from sexual exploitation, abuse, and harassment.

50-H-5
Approved by
MOL 20/01/23





SCOPE OF ROLE:

Reports to: HR and Organizational Development Director

Staff reporting to this post: Safeguarding Coordinator

Budget Responsibilities: N/A

KEY AREAS OF ACCOUNTABILITY:

The Safeguarding Manager will be responsible for;

- Raising awareness about Save the Children's zero-tolerance policy towards child abuse by working with HR to conduct briefings and inductions for new hires, and training staff, volunteers, and partners on SCI's Safeguarding Policy, Protection from Sexual Exploitation, Abuse, and Harassment (PSEAH), Code of Conduct, and Anti-harassment, Bullying, and Intimidation policies
 - Promoting safe programming concepts in all of SCI's programs by ensuring that safeguarding risk assessments are conducted.
 - Working with the HR Director and PDQ team to integrate safeguarding in proposals and with Program Operations team to ensure safe programming is properly implemented
 - Leading investigations into cases of sexual exploitation and abuse linked to staff, partners, and representatives
 - Capacitating staff in investigation processes and increasing a pool of qualified investigators
 - Coordinating, supporting, and identifying capacity gaps among Safeguarding Focal Points in partner organizations
 - Developing and implementing capacity development trainings, coaching, and mentoring for Safeguarding staff and nominated Safeguarding Focal Points in field offices
 - Ensuring quality and robust case management, including quality reports and documentation of decision-making processes and actions
 - Leading the development and implementation of the Annual Safeguarding Action Plans, and following up on country safeguarding self-assessment reviews and audits
 - Updating the SCI safeguarding case management database (DATIX) and promoting its use for incident reporting
 - Reviewing and updating the referral pathway on an annual basis, which will feed into SCI's Letter of Assurance (LoA) and local safeguarding procedures
 - Maintaining, updating, and disseminating induction and training materials to field offices, implementing partners, and implementation sites
 - Working with HR to strengthen recruitment processes to safeguard communities and colleagues from potential abusers/exploiters
 - Collaborating with the MEAL unit to establish child-friendly feedback reporting mechanisms and tools to evaluate the impact of the safeguarding protocols on programs
 - Leading the review of safeguarding incidents and concerns with program teams and consolidating lessons learned to improve program quality
 - Organizing and facilitating Safeguarding focal points training of trainers and annual focal points workshop
 - Ensuring compliance with minimum standards in safeguarding and safe programming, and promoting best practices
 - Keeping up to date on trends and new safeguarding approaches and sharing knowledge
 - Participating in annual Safeguarding Regional Workshops, webinars, and other events
- Performing any other ad-hoc functions as needed.





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.

The post holder must commit to work in an international agency that promotes diversity, equity and inclusion and fights racism, gender inequality and discrimination in all forms, including based on sexual orientation; and to model positive behaviours that demonstrate a commitment to equality and respect to all colleagues, partners and communities.

QUALIFICATIONS AND EXPERIENCE:

Bachelors or Masters in Gender, Child Protection, Human Rights, Humanitarian Action, International Development, International Relations, Law, Public Administration, Public Policy, Advocacy or related degree.

EXPERIENCE AND SKILLS:

Essential:

- Extensive experience in safeguarding or protection roles
- In-depth knowledge of current child protection policies, practices, and legislation, including the Child Right Act, sexual harassment, and international protocols such as the Convention on the Rights of the Child and the Universal Declaration of Human Rights
- Confidence and assertiveness to challenge more experienced and senior colleagues when necessary
- Excellent communication and listening skills in English, with a proven ability to write and edit reports, briefing documents, and monitoring reports
- Attention to detail and the ability to manage large amounts of data and information



- Strong interpersonal skills and the ability to communicate tactfully and sensitively with a wide range of people in a large organization
- Experience in leading and developing a small team
- Experience in designing and delivering training or workshops to diverse stakeholders
- The ability to manage stress and remain flexible in challenging working conditions
- A commitment to child rights and an understanding of Save the Children's aims, values, and principles
- A proactive approach to problem-solving and the ability to implement continuous improvement initiatives
- Willingness and ability to travel abroad at short notice and to work extended hours in emergency situations
- Strong analytical skills and the ability to critically evaluate written material such as reports and policies
- Excellent organizational skills and the ability to meet regular deadlines.

Desirable

- Extensive experience in CSG/PSEAH, including case management and investigation, with a strategic and analytical approach to safeguarding
- Substantial experience in child protection, PSEAH, SGBV, or MEAL issues and practices, especially in humanitarian or insecure settings, with a proven ability to lead or participate in investigations
- Experience working in development, emergency response, or fragile state contexts, with a demonstrated understanding of the local context of South Sudan
- Experience living or working overseas in insecure locations
- Knowledge of Save the Children's key sectors and a commitment to its values
- Familiarity with international humanitarian systems, institutions, and donors
- An understanding of the local context in South Sudan

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.

Safeguarding our Staff:

The post holder is required to carry out the duties in accordance with the SCI anti-harassment policy

Humanitarian response:

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



Health and Safety:

The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.

Child Safeguarding:

Level 3: the role holder will have contact with children and/or young people either frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work in country programs; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff.

We need to keep children and all beneficiaries safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children and beneficiaries from abuse and exploitation

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))

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.

In case you face any difficulty to access the link, please come to Save the Children International head office Juba at Hai Malakal or any SCI Field Offices near you for HR support.

Deadline for submitting applications: **09th February, 2023.**

Cc: MoJobadvert@gmail.com; (National Ministry of labour email Address Juba)

