

MASTER MANAGEMENT DU DEVELOPPEMENT **Mention Action humanitaire et sociale**

FICHE METIER : CHILD PROTECTION OFFICER

1) Tasks

The Child Protection Officer manages, all aspects related to Child Protection programmes.

The scope of work includes the elaboration and implementation of an efficient case management system and the organisation and planning of all activities related to awareness on protection issues.

Another component of the job will be to collaborate with the Programme coordinator in order to ensure all child protection teams receive appropriate training.

2) Responsibilities

- Supervision of the social workers team
- Employment performance assessments for social workers
- Conduct case management meetings with the social workers team
- Make decisions regarding child protection issues
- Work directly in the field with children, families, communities and the staff
- Build networks of contact in the child protection field.
- Maintain regular contact with project partners to promote child protection training
- Provides the psychosocial and protection teams
- Supervise the interventions
- Design clear formats for data collection and treatment
- Involve the community in the protection processes of children in particular need of help
- Ensure all the staff adheres to the principles of the United Nations Convention on the Rights of the Child at all times, particularly respecting confidentiality and using a child centred approach with the 'best interests of the child' as the leading philosophy
- Completes of child protection reports
- Ensure that the social workers team case management and inquiry notes are to a very high standard
- To be proactive in respect to child protection policy

3) Required competences

- University degree, preferably a graduate degree, in psychology, social work, education or related field of study.
- 3 or more years of work in international development/ humanitarian assistance program, preferably in emergency context.
- Experience in camp/population coordination and humanitarian crises.
- Knowledge of operations of local and international NGOs.
- Field experience and solid understanding of psychosocial / protection issues in such context.
- Experience in team management and staff capacity building.
- Extensive training experience.
- Demonstrated training materials development experience.
- Previous work experience in refugee/IDP settings, complex emergencies and/or post conflict / disaster situations.
- Fluent in English and French.

4) Personal skills

- Good interpersonal and communication skills.
- Service-oriented and committed to providing support to field colleagues
- Stress resistance.
- Ability to adapt or change priorities according to the changing situation within a mission or the organisation itself
- Ability to work within a fluid situation (changes within the team, location of programmes)
- Willingness to live and work within a team and respect the rules of collective living
- Motivation and commitment to humanitarian ideals
- Ability to conduct work in a professional and mature manner
- Ability to deal with relation with local authorities as a representative
- Ability to manage local staff in a mature and impartial manner