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| **JOB TITLE:** National Child Protection Sub­-cluster Co-coordinator |
| **TEAM/PROGRAMME:** Child Protection | **LOCATION:** Juba, with roving responsibilities in all 10 states of South Sudan (with regular travel to field sites) |
| **GRADE**: 4 | **CONTRACT TYPE:** Fixed term contract of 6 months with possibility of extension |
| **Child Safeguarding:** Level 3 - the responsibilities of the post may require the post holder to have regular contact with or access to children or young people |
| **ROLE PURPOSE:** Save the Children has been working in South Sudan for over 25 years in the fields of child protection, child rights and governance, education, health, nutrition and livelihood support. Save the Children will deploy a dedicated full time CP sub cluster co-Coordinator, to work with the UNICEF deployed Co-coordinator, in South Sudan leading child protection actors in ensuring effective and timely coordination of emergency responses throughout the country. This is a key role in leading child protection response, including determining cluster priorities, planning and making funding decisions together with child protection sub cluster strategic advisory group.  |
| **SCOPE OF ROLE:** **Reports to:** Director of Programme Development and Quality**Dimension of Role:** The CP Sub-Cluster Co-coordinator position is one of neutrality, representing the members of the Child Protection Sub-Cluster and voices of children, women and community members. With a constantly changing emergency landscape and wide ranging child protection needs, it is critical that there is a strong mechanism for co-ordination of child protection activities and strengthening capacity, both at the national and state level. This role will work closely with the UNICEF deployed Co-ordinator in the co-ordination of national level activities, and will take a lead on strengthening the capacity of state level working groups and child protection actors. This is a challenging role in a complex environment. It requires a dedicated, experienced and highly motivated individual who can manage the difficulties of living and working in such an environment and still be fundamental in helping to drive forward the child protection sector in the country and support Child Protection Actors. Equally, South Sudan today is a rewarding place to be – a new country that still needs much of its plans for the future to be laid out and put in place. Joining the Child Protection Sub-cluster here now is thus an immensely exciting opportunity to help shape the future of a country as we, one of the largest agencies in the country, help formulate the future direction of this country – helping to put its children first.  |
| **KEY AREAS OF ACCOUNTABILITY:**The main tasks and responsibilities for the position:1. **Coordination and Leadership**
* Promote, respect and ensure that the Principles of Partnership are reflected in the day-to-day work of the Child Protection coordination mechanism
* Co-chair the child protection sub cluster coordination meeting at national level twice a month including preparation of meeting minutes, agenda and other relevant documents
* Work closely with UNICEF co-coordinator and CP team, and Ministry of Gender, Child and Social Welfare who are the lead government agency on CP to identify strategic priorities and CP needs within humanitarian response
* Develop/modify Sub Cluster work plan based on identified priorities together with Strategic Advisory Group and CP team
* Follow up, monitor and report cluster progress to cluster members on a bi-yearly basis
* Meet with and coordinate with key stakeholders and other agencies working on CP
* Represent the interests of the CP sub-cluster in discussions with the humanitarian community and other stakeholders on prioritisation, resource mobilisation and advocacy.
* Maintain results-oriented, two-way communication channels between the national and sub-national levels.
* Represent Child Protection actors within the Protection Cluster and the OCHA-led inter-cluster coordination mechanisms.
* Promote emergency preparedness and response within a child protection systems approach
1. **Capacity Building of Government and Sub Cluster Members**
* Conduct field visits to all 10 states to support and train state level CP working groups to strengthen the CP cluster network and build the technical capacity of Ministries and CP actors co-chairing state level meetings
* Provide orientation and refresher trainings to sub cluster members in CPiE and related South Sudan Child Protection Sub Cluster tools and standards, in particular the *Minimum Standards for Child protection in Humanitarian Action*
* Disseminate tools and materials for CP sub cluster members including documented lessons learned and good practices for CPiE
* Work with partners to ensure a common approach to the transition from emergency interventions to early recovery and sustainable development
1. **Strengthen Child Protection Rapid Assessment Readiness**
* Organise joint field missions, needs assessments and analysis among cluster partners and participate in joint inter-cluster needs assessment exercises as appropriate to ensure that identified needs, gaps and priorities are as evidence-based as possible in any given emergency context.
* Work closely with other clusters such as education, GBV and health to ensure Child Protection Minimum Standards in emergency interventions are mainstreamed.
* Support the roll out of the Child Protection Rapid Assessment Toolkit
1. **Preparedness Planning**
* Support the Protection Cluster in updating child protection related human resources mapping
* Update the child protection strategy within the Protection Cluster Preparedness Plan for 2014
* Provide Child Protection inputs to OCHA contingency planning and support to state level CPWGs in developing CPiE preparedness and response plan
1. **Fundraising**
* Continuously and strategically advocate for child protection resources to support the transition from emergency to development and to build CPiE capacity and community resilience within child protection systems to mitigate risks in future emergencies
* Ensure the integration of Child Protection in Protection Cluster briefings or presentations for donors
1. Comply with all relevant Save the Children policies and procedures with respect to health and safety, security, equal opportunities and other relevant policies.
2. Carry out the responsibilities of the role in a way which reflects Save the Children's commitment to safeguarding children in accordance the Child Safeguarding Policy
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| **SKILLS AND BEHAVIOURS (our 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 others to do the same
* Widely shares their personal vision for Save the Children, engages and motivates others
* Future orientated, thinks strategically

**Collaboration:*** Builds and maintains effective relationships, with their team, colleagues, and external partners
* 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
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| **QUALIFICATIONS AND EXPERIENCE*** A minimum of a degree from a recognized institution, in Social Sciences, Social Work, Community Development, Education or other relevant field
* Minimum 5 years emergency managerial and/or coordination experience in NGO
* Background and familiarity in coordination of emergencies in South Sudan or similar context
* Fluency in written and spoken English
* Fluency in Arabic or other South Sudanese languages an asset
* High level communication skills, including ability to speak formally, negotiate, demonstrate tact and diplomacy, and advocate for child protection issues with humanitarian community and authorities
* Highly developed leadership and coordination skills to ensure CP Sub Cluster plans and implements result-based programming
* Ability to work well in a team and under pressure and in response to changing needs.
* Ability to plan well, set own targets and meet them
* Shows technical competence in child protection in emergency issues and training
* High level competence in conducting child protection rapid assessments
* Willingness to travel and work regularly in field sites with basic standards of living and minimal comfort.
* Knowledge of rights-based approach, gender mainstreaming and international standards specifically relating to children and women
* Commitment to Save the Children policies
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| **Date of issue: 22/09/2013 Author: Sarah Hildrew** |