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| **TITLE:**  CP/CRG Program Manager | |
| **TEAM/PROGRAMME:** Program Operations | **LOCATION:** Sudan Co, Port Sudan |
| **GRADE**: 3 | **CONTRACT LENGTH:** 12 *Months renewable* |
| **CHILD SAFEGUARDING:**    Level 3:  the post 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 country programs; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff. | |
| **ROLE PURPOSE:**  The overall role of the Child Protection (CP) & Child Rights Governance (CRG) Programme Manager is to lead on the scale-up and award implementation of the CP program under the education programme. S/he will lead the implementation of CP and Child Rights Governance (CRG) components of the EU inclusive quality education in Sudan Project. The projecthas four outcomes of which 2 outcomes are for the CP and CRG. Therefore, the CP/CRG Manager will be ultimately responsible for achieving those outcomes and ensure proper integration of the CP component of the project into education and child nutrition (trough the school meal). The project is implemented across 6 states where the SC has child protection programs integrated with education projects funded by the EU. The CP & CRG Manager will report directly to the EUD-Chief of Party and work in close collaboration with the Child protection teams who implement the project in the targeted states and with Head of Program Implementation (HPI) and Education Program Manager (EPM) to ensure quality delivery of the program. Besides, the candidate will technically report for Head of the CP. The role includes line management responsibility and will have delegated budget authority.  The CP/CRG Manager work to maintain smooth running of existing programes, effective management of award in multiple locions, and provide day-to-day management, supervision, guidance and on the job training for staff and government implementing partners.  The position holder should have a particular focus on building capacity from within the existing child protection team. And the responsibilities listed below will be further defined the child protection team in RoS where many changes maybe evolves. 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. | |
| **SCOPE OF ROLE:**  **Reports to:** Direct managerial report to Chief of Party-EUD while technical reporting for the Head of the CP  **Staff reporting to this post:** Child Protection Coordinator-technical reporting  **Indirect :** Child Protection Project Officers  **Budget Responsibilities:** All EU child protection related budget in the area of intervention  **Role Dimensions**: Child Protection and its HR related; applying project cycle management; budget management, local strategy | |
| **KEY AREAS OF ACCOUNTABILITY :**  ***Programme implementation:***   * Prepare and oversee programme implementation to ensure timely delivery of programme activities (for example, monitoring against log frames, individual performance management work plans). In the Manager role, ensure effective management to the component of Child Protection and Child Right Governnance, including budget management in multiple locations, developing and monitoring of the work plan, and line-management of Child Protection team with the project. * Continue to support integration of child protection and Child Rights Governance with other core sectors, and ensuring close collaboration with Education teams for integration Team-Up approach in areas of intervention in constant and collaborative manner as required. * Working closely with senior staff, support fundraising for child protection, including contributions with real child protection needed pwrticulerly that contribute to quality education and leardning opportunities for children with innovation and contex sound. * Prepare timely programme and donor reports on CP/CRG project activities/ouputs and outcomes in compliance with internal SC requirements and any relevant external donor requirements. * Working closely with the HR team, identify child protection staffing needs (both national and international), and ensure rapid recruitment, induction and training of new staff. * Identify child protection programme supplies needs and coordinate with the supply chain team to put in place a sensible phased procurement plan. * Working closely with the Monitoring & Evaluation Accountability and Learning (MEAL) team put in place CP/CRG M&E plans, ensuring this links to reporting requirements, and capacity building in carrying out in coordinated manner. And work Accountability leads to put in place accountability activities for child protection, ensuring that feedback from all relevant stakeholders is considered. * Ensure good partnership management and capacity building to them to obtain standing knowledge and capacity of programming so they implement inline with their projected millston and time. This including visiting partners and their projects, listen to concerns and provide support and review their financial and narrative reports to ensure accuracy and quality.   ***Technical programme support needs:***   * Ensure that the humanitarian minimum standards are maintained in accordance with the Minimum Standards for Child Protection in Humanitarian Action, the Sphere Charter and Minimum Standards and the Core Humanitarian Standards. * Promote the use of the Minimum Standards for Child Proteciton in Humanitarean Action (CPMS) in all aspects of the work and lead on the contextualization and implementation of the tools. * Ensure that urgent child protection needs (including violence, abuse, child marriage, family separation, trafficking, recruitment and child labour) are prevented and responded to through an effective case management system which is a key component of the CP in the project. * Ensure that children and adolescents are engaged in age-appropriate recreational and psycho-social activities and receive relevant information in a safe space facilitated by trained staff. * Coordinate and contribute to child protection system strengthening through capacitating the formal and informal structure and support their linkages and mobilization of communities to prevent and response to children at risk and profile the child protection in coordination and systematic manner based ToRs and community-based child protection system. * Prepare quality narrative report and ensure it is consistency with financial report and documentation related to project activities, such as procurement requests, delivery approaches, IPTTs Trafic Lights and activity progress updates which is collected on monthly bases. * Collect and compile weekly, monthly, progress and other reports from the Child Protection teams with the project and share with head of CP and HPIs in consistent and quality fashion.   ***Capacity Building:***   * Identify learning and training opportunities in CP & CRG for SCI staff and partners and work as a mentor and role model for less experienced staff. * Together with other sectors, identify sector-integrated capacity building opportunities. * Put particular effort into supporting the exitsing CP staff to develop programme management skills. * Provide child protection trainings on a regular basis, in line with project outputs. * Provide on-the-job training and capacity building support to the child protection team   ***Staff management, Mentorship, and development:***   * Ensure that all Child Protection staff understand and are able to perform their role. * Support the Child Protection Coordinator in line managing their child protection staff. * Oversee and implement performance management for all Child Protection project staff through effective use of the Performance Management System including the establishment of clear, measureable objectives, on-going feedback, periodic reviews and fair and unbiased evaluations   ***Representation, Advocacy & Organisational Learning:***   * 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. * Take steps to document lessons learned for wider dissemination. * In collaboration with CP teams, feed in learning, experiences and evidence to relevant global child protection advocacy objectives.   ***General:***   * Where possible support Child Protection TA, Field Management and Programme Development and Quality staff to translate the needs into fundraising for CP/CRG through concept notes and proposals. * Comply with Save the Children policies and practice with respect to child safeguarding, code of conduct, health and safety, equal opportunities and other relevant policies and procedures. | |
| **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. * Accountable for ensuring programme goals and activities uphold the principles of the key national and international humanitarian frameworks, codes and commitments * Integrates beneficiary accountability principles into the approach * Establishes staff engagement mechanisms, and provides feedback and updates to achieve improved results * Documents lessons learned and good practices and applies them to future projects   **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, networking, good listener, easy to talk to. * Coordinates with partner, stakeholders, other agencies, and the community to avoid duplication and maximise resources * Risk and threats identifier and communicator to minimises threats for oneself and the agency * Support teams to reduce stress through prioritisation of workloads and modelling of appropriate self care.   **Creativity:**   * Develops and encourages new and innovative solutions * Willing to take disciplined risks. * Effectively influences others by understanding their interests and showing best possible solution   **Integrity:**   * Honest, encourages openness and transparency; demonstrates highest levels of integrity in regard to use of resources in accordance with internal controls * Remains effective and retains perspective in the face of difficult or demanding situations * Maintains ethical and professional behaviour in accordance with relevant codes of conduct * Demonstrates approachability and trust by listening carefully to others, valuing their contribution, and be open and honest about their thoughts and feelings | |
| **QUALIFICATIONS**   * Education to MSc/MA/MEng level in Social Work, Human rights Law, International Relations, Development Studies or similar, or equivalent field experience | |
| **QUALIFICATIONS AND EXPERIENCE**  **Essential**   * Previous experience of working with Save the Children, ideally in East Africa * Significant management or advisor level Child Protection experience working in emergency contexts or fragile states * Experience on establishing and stregntheining child protection system and group activities for children affected by crises * Previous first phase emergency response experience is essential * Previous experience and strong skills on operating Multipurpose Community Center/Space (CMPC) * Previous experience and strong skills on case management * Previous experience of team management, including recruitment and on-the-job training * Previous experience of multi-award management (including budget management and procurement) training in an emergency phase. * Background experience in Team-Up implementation approach or Mental Health Psychosocial support MHPSS is plus * Experience in integrated programming * 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 CP. * Experience of and commitment to working through systems of community participation and accountability. * Experience in monitoring and evaluating child protection programmes in all context. * Experience in capacity building and in strengthening various duty bearers understanding of and response to child protection. * Experience of working with and supporting local partners * 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 and Arabic language will be an aset * 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 English 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 ECW, UNOCHA, NMFA, ECHO & other major donor projects * Specific experience of working in interagency projects. | |
| **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. | |