



Plan International Liberia

Job Announcement (1 Position)

Staff-312-12-2018- Child and Youth Safeguarding Technical Advisor

The vacancy is opened to Internal and External candidates.

Plan International is a leading girls and children's rights organization. **Plan strives for a just world that advances children's rights and equality for girls. We motivate our people and partners to:**

- empower children, young people and communities to make vital changes that tackle the root causes of discrimination against girls, exclusion and vulnerability
- drive change in practice and policy at local, national and global levels through our reach, experience and knowledge of the realities children face
- work with children and communities to prepare for and respond to crises, and to overcome adversity
- support the safe and successful progression of children from birth to adulthood

Plan operates in 77 countries around the world. It brings its support to millions of children, their families and communities, mainly in Africa, Asia, Middle East, and South America. It implements projects in the Health, Water and Sanitation, Education, Child Protection, Sustainable Livelihood, and cross-cultural communication. Child sponsorship forms the basis of our work with children. Worth to mention, Plan International global ambition is to support 100 million girls learn, lead, decide and thrive!

As part of its commitment to support Plan International Federation reach 100 million girls so to learn, lead, decide and Thrive, Currently Plan International Liberia is developing a new country strategy which will focus on reaching 1.4 million girls and children all over the country and with a strong commitment to work with all partners at various levels to put an end to early marriage and Female Genital mutilation (FGM)!

Moreover, Plan International Liberia is committed to ensure that Child Protection and Gender transformative practices are key integral part of all its work including the organizational structure and staffing. Accordingly, women are strongly encouraged to apply for this post!

We are currently seeking to recruit for Plan International Liberia program:-

Title: Child and Youth Safeguarding Technical Advisor
Location: Monrovia Country Office
Status: National Post (Fixed Term)
Department: Program
Grade: D1
Reports to: Program Quality and Delivery Manager

SUMMARY OF THE POSITION:

The Child and Youth Safeguarding Technical Advisor is to design and develop tools, guidance and procedures and provide expert advice and support which ensures children and young people who engage with the organisation do so in a manner that is safe for them. In addition the role ensures Plan International Liberia attains and maintains its standards on the safeguarding children and young people, ensuring they are meaningfully engaged with us and that no child or young person comes to harm through their association with the organisation.

The role also provides expert case management review, support and advice on child and youth safeguarding concerns and incidents which may arise from Policy breaches, ensuring that such incidents and concerns are reported and responded to in line with our child and youth safe guarding policy and associated procedures and identifying learning and implications for management.

DIMENSIONS OF THE ROLE

- Provides technical and professional advice and support to Child and Youth Safeguarding Focal Points within Plan International Liberia, empowering them to take full ownership of their role and strengthen the implementation of the policy and procedures within their departments and Programs.
- Provides technical support, input and/or implementation of safeguarding for specific Country/ regional level tasks as delegated by the Regional Child and Youth Safeguarding Technical Advisor (*Country/Regional level tasks may be Safeguarding in - Emergency Response, Engagement, Case Management, Programming, and Sponsorship for example*).
- Designs, develops and conducts specific projects and activities in relation to ensuring a robust child and youth safeguarding framework across Plan International Liberia. This will include the design and development of guidance, toolkits and training materials.
- Carries out investigations into concerns or reported incidents or provides distance or onsite support on case management and case review.
- Proactively works with members of National and Local level Child and Youth Safeguarding networks to ensure the safe and meaningful engagement of children and young people.
- Actively facilitates and promotes collaboration, engagement, communication, team work, and learning and sharing on safeguarding and safe and meaningful engagement at National level.
- Leads and promotes a culture commitment to attain the Plan International Standards on keeping children and young people safe , ensuring it remains alive, current and reflects emerging risks in the sector.
- Assist in the preparation of grant proposals and reports and participate in the follow-up and evaluation of grant-funded projects.
- Each month meet PU staff to discuss progress, identify and find solutions to problems and share program pattern, new directions and submit report to PQDM.
- Do at least 10 working days field visit per month in the PUs and submit report to PQDM and PUM/PAM.
- Execute other tasks at the request of the Supervisor or the CD within the domain of his/her competence.

ACCOUNTABILITIES

To ensure that Plan International Liberia is well supported in meeting its commitment to keep children, young people, girls and boys safe with initiative, confidence and courage, upholding high standards in providing safe and supportive environments which are responsive to the needs of all children, young people, girls and boys benefitting from, and engaging with us as well as protecting the reputation of the organisation.

Focus areas: This will particularly focus on supporting Plan International Liberia to:

- Strengthen keeping children and young people safe and protected particularly as the organisation goes through its transformation to contribute to the current global strategy.
- Ensure accountable and engaged leadership in keeping children, young people, girls and boys safe and protected.
- Strengthen the mainstreaming of and embedding protective measures of keeping children and young people safe across our programming and influencing activities and interventions.
- Ensure our partnerships embed and embrace principles of keeping children and young people safe and protected.
- Ensure that where children and young people, girls and boys participate in activities or engage with us this is done in a manner that is safe and meaningful for them and Plan International.

- Design, develop, implement, and maintain advice on Child and Youth Safeguarding Policy implementation procedures and practices which ensures the strengthening of keeping children safe and protected and the attainment associated standards in Liberia. This should give full consideration to the safeguarding implications of different individual identities (e.g. gender, age, sexual orientation, disability, ethnic origin, race, colour and or any other aspect of their background or identity).
- Support Child and Youth Safeguarding focal points to identify, manage and monitor risks to keeping children and young people safe and protected.
- Provide technical support to Youth Engagement Focal Points on safe and meaningful engagements
- Provide high quality technical support and advice on the implementation of the policy, implementation of associated procedures including those related to safe and meaningful engagement, attaining the CYSP implementation standards and dealing with concerns and policy breaches.
- Initiate/support/contribute to the design, development and/or delivering of training on keeping children and Young People safe and protected for various modalities (self-directed, online, face to face) and for various audiences (staff, managers, partners, children) to ensure high levels of understanding and awareness on the organisation's commitment to and framework for keeping children and young people safe, including reporting and responding to concerns.
- Support/contribute to/ or initiate the design, develop and/or delivering CYSP briefing information to make sure staff and particularly CYSP focal points have quick access to clear information on keeping children safe.
- Ensuring that the Country Director is made aware of potential and emerging risks /issues that could impact on the organisations commitment to keeping children and young people safe and protected and particularly as they pertain to focus areas outlined above.

Responding to Child and Youth Safeguarding Policy cases and making decisions so as to ensure cases reported through the management reporting line are responded to in a timely fashion and in a way that safeguards the best interests of children and young people.

- Responding to and providing high quality technical advice on and support for CYSP issues reported, supporting country management risk assessment and decision making on actions to address the issue and determining the level of escalation required and maintaining a high level of confidentiality and sensitivity.
- Responding to CYSP cases may require post holder to carry out:
 - An administrative investigation
 - A case management review
 - A Country office or Partner review – a review of the safeguarding environment and policy implementation of the country office or partner organisation, In all cases there would be a requirement to identify what went wrong, gaps to be addressed and implications for management

DEALING WITH PROBLEMS

- Identifying or supporting the identification of Child and Youth Safeguarding opportunities and risks through knowledge of the organisation's internal environment including its operations, capability of people and resources, the needs and expectations of key stake holders, its activities and interventions and the external developments in the sector and decides what CYSP processes, procedures or controls are needed and should be developed to ensure opportunities are exploited and risks mitigated.
- Taking initiative on a range of often difficult and complex CYSP implementation issues and CYSP breaches reported at short notice often with support from the Country Management Team Ability to be resilient in the face of often traumatic reports.
- Giving high quality technical advice often under pressure and in response to policy and procedure implementation, issues and breaches including when the impact of the advice may challenge the

behaviour or management style of senior managers and may challenge the risk appetite or response of the organisation.

- Effective management of large volumes of qualitative and quantitative data from Programme Units to report on Child and Youth Safeguarding implementation, trend analysis of CYSP risks and recommendation on the same
- Discussing and training on a range of sensitive topics with the ability to manage and remain calm in the midst of strong emotional reactions from staff and managers.
- Anticipates, forward plans and schedules work required for specific areas of responsibility and projects using professional judgement and experience to identify potential issues, timings and likely costs
- Develops cost effective and sustainable solutions and materials to enhance awareness, understanding and implementation of the organisations commitment to keep children safe and deliver on its current operational plan.

Others:

- Ensures that Plan International's global policies for Safeguarding Children and Young People and Gender Equality and Inclusion are fully embedded in accordance with the principles and requirements of the policy including relevant Implementation Standards and Guidelines as applicable to their area of responsibility. This includes, but is not limited to, ensuring staff and associates are aware of and understand their responsibilities under these policies and Plan International's Code of Conduct (CoC), their relevance to their area of work, and that concerns are reported and managed in accordance with the appropriate procedures.

Minimum Qualifications, Skills and Experience

Essential

- Expertise and substantial experience of safeguarding and child rights in an international development setting.
- Knowledge and understanding of safe and meaningful participation and engagement of children and young people and a deep understanding of safeguarding and protection issues that may arise.
- Expertise, technical knowledge and substantial experience in responding to issues, breaches, investigation and case management.
- Experience at providing advice and developing and delivering training on keeping children and young people safe on a diverse range of issues and to a diverse audience
- Understanding of safeguarding standards within the sector (e.g. Keeping Children Safe Coalition standards).
- Excellent conceptual understanding of the organisational risks associated with keeping children and young people safe and protected.
- Knowledge of human rights, child rights, inclusion and gender equality.
- Knowledge and/or experience of child and Youth Safeguarding programming and/or child protection in emergency interventions a significant bonus.
- Knowledge and use of different learning modalities to design and deliver blended learning techniques.
- Knowledge of risk assessment approaches.

Desirable

- Excellent ability to influence, build strong relationships and inspire people at all levels.
- Highly effective at using skills and or creativity to identify and develop procedural, briefing materials and training programs that are user friendly, fit for purpose, robust and cost effective.
- Strong analytical and report writing skills with excellent attention to detail.
- Training, facilitation and clear communication skills.

- Ability to think and work under pressure.
- Ability to challenge behaviour/attitudes in a non-confrontational evidence based manner.
- Self-motivated and efficient with the ability to prioritise tasks.
- Advanced Excel and computer skills.
- Please include those requirements that are desirable.

Behaviours (Plan International's values in practice)

We are open and accountable

- Promotes a culture of openness and transparency, including with sponsors and donors.
- Holds self and others accountable to achieve the highest standards of integrity.
- Consistent and fair in the treatment of people.
- Open about mistakes and keen to learn from them.
- Accountable for ensuring we are a safe organisation for all children, girls & young people.

We strive for lasting impact

- Articulates a clear purpose for staff and sets high expectations.
- Creates a climate of continuous improvement, open to challenge and new ideas.
- Focuses resources to drive change and maximise long-term impact, responsive to changed priorities or crises.
- Evidence-based and evaluates effectiveness.

We work well together

- Seeks constructive outcomes, listens to others, willing to compromise when appropriate.
- Builds constructive relationships across Plan International to support our shared goals.
- Develops trusting and 'win-win' relationships with funders, partners and communities.
- Engages and works well with others outside the organization to build a better world for girls and all children.

We are inclusive and empowering

- We empower our staff to give their best and develop their potential
- We respect all people, appreciate differences and challenge equality in our programs and our workplace
- We support children, girls and young people to increase their confidence and to change their own lives.

Applications:

Last date for submission of Application (CV and cover letter) is: 7th January 2019 by 4:30 pm

Interested candidates need to send their updated CV and a cover letter to liberia.recruitment@plan-international.org on or before the closing date mentioned above. Subject line of submission mails will only bear the indication: **Application for LBR- Child and Youth Safeguarding Technical Advisor**

Only short-listed candidates shall be contacted. References will be taken and background and anti-terrorism checks will be carried out in conformity with Plans Child and Youth Safeguarding Policy, Fraud, Code of Conduct, Harassment, Discrimination and Bullying Policy. **Plan follows an equal opportunity policy and actively encourages diversity welcoming applications from all especially women and people living with disability.**