

# ChildFund PNG Protection Program Manager

## PURPOSE OF THE POSITION

You will contribute to ChildFund PNG's on-going work building a protective environment for children and young people through 3 key programmatic areas: **child protection, social and emotional learning** and **gender-based programming**. As Protection Program Manager, you will lead the planning, coordination, budget management and reporting of a portfolio of projects, as well as supervise monitoring and evaluation activities to demonstrate achievement of project outcomes, working closely with project officers to ensure high-quality project delivery. You will identify new opportunities and partnerships in the protection sector, be a member of the Senior Management Team and collaborate with other sector leads and technical staff within the ChildFund Alliance to advance ChildFund's work.

### KEY DUTIES

- Responsible for all projects within the protection portfolio from supporting design through to implementation and evaluation;
- Manage a team of 6 staff who will be responsible for the effective implementation of all project activities in the field;
- Develop short and long-term work plans in line with the project documents, log frame, budget and oversee overall project progress;
- Develop quality assurance system and foster culture of accountability for performance and continuous improvement;
- Deal with any significant concerns, problems or failures and ensure immediate response and strategies to minimise the chance of reoccurrence;
- Supervise monitoring and evaluation of projects;
- Oversee and track expenditure for projects and liaise closely with finance team;
- Provide leadership and professional development to staff and key partners;
- Represent ChildFund in key external meetings and forums including with National and provincial government, donors, civil society organisation and other key stakeholders;
- Stay up-to-date with trends, issues and research on child and youth development and effective youth engagement;
- Ensure compliance with CF policies and procedures;
- Remain alert and responsive to any child safeguarding or sexual exploitation, abuse or harassment risks, promote strong safeguarding practices, understand the child safeguarding policy and procedures, and conduct yourself in a manner consistent with the Child Safeguarding Policy.

### QUALIFICATIONS & EXPERIENCE

- Master's degree/post-graduate qualifications in relevant discipline in development, education or youth/social work;
- Experience in prior senior management or program manager roles;
- Knowledge and experience of child rights, child and youth participation and child protection programming;
- Understanding of development sector work in the PNG context, activities and actors, with emphasis on child-focused development;
- Experience providing quality training and capacity building;
- Understanding of quantitative and qualitative methods of monitoring and evaluation;
- Excellent English language skills and willing to learn Tok Pisin (if not already a speaker).

### Desirable

- Stakeholder engagement, at government at sub- and national level preferred;
- Experience in curriculum development;
- Understanding of GBV and experience in gender -based programming;
- Experience of SEL competencies/ working in an education space;
- Established experience in peacebuilding and conflict mitigation.

### SKILLS

- Strong leader and role model, supporting others in achieving individual and organisational goals
- Self-starter, strong organisational and planning skills
- Sound analytical and writing skills
- Excellent stakeholder management
- Flexible to work in an iterative, problem-driven and adaptive way in complex and fragile environments

### CHILDFUND VALUES

- Commitment to ChildFund Australia's values – Respect, Integrity, Collaboration, Change, Empowerment & Excellence

**Department:** Program

**Location:** Country Office, ChildFund Papua New Guinea

**Employment:** Full-time, Initial two-year employment agreement, with option to extend upon mutual agreement.

**Reports to:** Country Director, Papua New Guinea

**Other Information:** Appointment to this position is dependent upon successful completion of criminal background check.

Extensive travel to project areas required.

**Please apply at:** <https://www.childfund.org.au/work-with-us/>





## ORGANISATIONAL CONTEXT

**ChildFund Papua New Guinea** is a registered local NGO and – an independent and non-religious international development organisation that works to reduce poverty for children in developing communities.

ChildFund Papua New Guinea is part of the ChildFund Alliance – one of the world’s oldest and most experienced child-focused development agencies. With a global network of 11 member organisations, the ChildFund Alliance assists more than 14 million children and families in over 60 countries.

**ChildFund** began work in Papua New Guinea in 1994, and works in partnership with children, their communities and local institutions to create lasting change respond to humanitarian emergencies and promote children’s rights. Projects are implemented in the Central Province, National Capital District, East New Britain and Morobe provinces. With a focus on maternal and child health, including TB, immunisation, nutrition and water and sanitation; education through the Child-Friendly School framework; child protection and resilience against family and sexual violence; ChildFund PNG also prioritises climate change and disaster preparedness. In 2015, ChildFund PNG established the country’s first ever Family and Sexual Violence Counselling Helpline, which operates in Port Moresby and provides national coverage for survivors.

## HOW WE VALUE YOUR CONTRIBUTION

### Remuneration Package

We aim to provide an overall remuneration package that is attractive and fair. Our remuneration framework ensures that we align to employment conditions and laws, and we benchmark against the local market to ensure we offer competitive employment conditions that are appropriate to our sector.

### Leave

You will have access to 15 days of paid annual leave. You are also entitled to sick leave, maternity leave, parental leave and compassionate leave.

### Health Insurance & Bonus

All employees are covered under a Life Insurance Corporation (PNG) Limited. This health insurance cover is also extended to nominated family members depending on staff tenure with the organisation.

### Learning and Development

Our approach to learning and development will enable you to have the information, skills, and knowledge needed to do your job and to grow in your position. We build the capacity of our people and support you with on-the-job experience, coaching and formal training.

**OUR VISION:** A world without poverty where all children and young people can say: “I am safe. I am educated. I contribute. I have a future”

**OUR MISSION:** We partner to create community and systems change which enables vulnerable children and young people, in all their diversity, to assert and realise their rights.

**At ChildFund Australia  
you will be  
contributing to every  
child being able to  
play, learn, and grow.**