

## Program Manager – Gender and Protection

### PURPOSE OF THE POSITION

As the Program Manager – Gender and Protection, you will lead the gender and protection portfolio with a primary focus on the strategic plan for the 1-Tok Kauselin Helpim Lain. You will support related project work from design through to implementation and evaluation. You will work towards the wellbeing and safety of survivors in all we do. You will represent ChildFund in national and regional forums to promote, advocate and speak on strategic and common issues and coordinate GEDSI integration in ChildFund office.

### KEY DUTIES

#### Project Management and leadership

- Lead the gender and protection programs/projects and oversee the implementation of helpline strategic plan ensuring alignment when designing any new helpline focused or related projects.
- Manage a diverse team 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.
- Support implementation of quality assurance processes and project MEL and foster culture of accountability for performance and continuous improvement
- Oversee and track expenditure for projects and liaise closely with finance team.
- Represent ChildFund in key external meetings and forums including with National and provincial government, donors, civil society organisation and other key stakeholders.
- Support the successful transition of the Helpline to a local leadership model by 2028.
- Maintain strong relationships and communication with the Senior Management Team in the ChildFund PNG Country Office.
- Ensure compliance with ChildFund's policies and procedures.

#### Technical guidance, advice, and capacity strengthening

- Have a current knowledge of trends, issues and research on gender, child protection gender-based violence and prevention and response.
- Familiarity with the IASC Guidelines for integrating Gender Based Violence Interventions in Humanitarian Action.
- Facilitate periodic capacity strengthening and reflection-learning sessions for team and partners on gender and CP integrated programming.
- Support system level change in GBV sector at a national and provincial level, as well as coordinate GEDSI integration internally at CFPNG.

#### Strategic partnerships and Resource Mobilization

- Strengthen formal and informal partnerships to deliver coordinated and comprehensive services and build new partnerships with identified stakeholders.
- Develop multi-sectorial sustainable funding model for the helpline and prepare submissions.
- Build and maintain strong relationships with partners and stakeholders to advocate, promote and advance helpline priorities, interests including gender justice issues and helpline sustainability.
- Represent CFPNG and helpline in national, regional fora to promote, advocate and speak for on strategic and common issues.

### QUALIFICATIONS & EXPERIENCE

- Degree/post-graduate qualifications in relevant discipline in development, gender, social work, social sciences, human rights, or psychology.
- Experience in prior senior management or program manager roles.
- Demonstrated knowledge and experience of child rights, and child protection and gender-based violence and protection programming.
- Demonstrated understanding of GBV and experience in gender - based programming
- Understanding of development sector work in the PNG context, activities and actors, with emphasis on gender-based violence and child-focused development.
- Understanding local context or able to learn local context to work effectively with diverse PNG cultures.
- Stakeholder engagement, at government at sub- and national level preferred.
- Experience providing quality training and capacity building for team and partners on gender and Child Protection integrated programming.
- Understanding of quantitative and qualitative methods of M&E
- Excellent English language skills and willing to learn Tok Pisin (if not already a speaker).

### DESIRABLE

- Experience managing GBV and CP response services and/or as service provider delivering services to survivors
- Change management experience including support for organisational transition and change processes.

*Remain alert and responsive to any child safeguarding or sexual exploitation, abuse or harassment (SEA) risks, acquire relevant knowledge and skills to promote strong safeguarding practices, understand the child safeguarding and PSEAH policy and procedures, and conduct yourself consistent with those policies.*

### SKILLS

Creative thinker and motivator

Excellent stakeholder management

Strong leader and role model, supporting others in achieving their and the organisation's goals

Ability to work in an iterative, problem-driven and adaptive way in complex and fragile environments

Understanding of GBV and development in country context and child-focused development

### CHILD FUND AUSTRALIA'S VALUES

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

**Department:** Program

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

**Employment:** Full-time, three-year employment agreement, with option to extend upon mutual agreement / dependent on funding

**Reports to:** Country Director – ChildFund Papua New Guinea

**Other Information:** Appointment to this position is dependent upon successful completion of reference and criminal background checks

**Please apply at:** [www.childfund.org.au/work-with-us](http://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 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 and National Capital District. 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 Hotline 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 20 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

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