

Project Coordinator – Strengthening Child Protection Services

PURPOSE OF THE POSITION

As the Project Coordinator – Strengthening Child Protection Services, you will work with two (2) project officers and provincial stakeholders in order to achieve strengthened child protection and gender-based violence (GBV) services in target provinces (Western Highlands, Eastern Highlands and Morobe). You will be responsible for the effective engagement of provincial stakeholders, and capacity strengthening of service providers providing protection services in target provinces. You will provide supervision to the project officers based in the project sites and play a strong representational role with external stakeholders in the sector, government, provincial and district level.

KEY DUTIES

- Foster and maintain positive relationships with donor, CP subcluster, local communities, NGOs, provincial government and civil society and develop alliances with those providing GBV and CP support working in the field to enhance coordination with 1-Tok helpline and streamlined pathways for survivors.
- Liaise with key stakeholders to develop agreements on provincial referral pathways.
- Plan and lead community-based activities including range of capacity development initiatives and program planning development in the target provinces.
- Provide leadership in all tasks related to design, development, implementation and monitoring of the project activities, including remote management of project officers.
- Coordinate service mapping and integration with the 1-Tok helpline.
- Develop workplans and coordinate monitoring and evaluation tasks including report compilation and achievement of project deliverables in terms of cost, time and quality.
- Assume responsibility of budgeting and tracking expenses, including management of the emergency funds for services.
- Support continuous staff development through training and other learning opportunities, and regular performance reviews.
- Ensure compliance with CF policies and procedures.

QUALIFICATION & EXPERIENCE

- Bachelor's degree in community development, social work, gender and development studies or other relevant discipline.
- 3-5 years' proven experience in project management
- Proven experience in facilitating training and capacity building related to GBV and CP
- Project management experience
- Understanding of quantitative and qualitative methods of monitoring and evaluation.
- Strong understanding of gender-based violence and child protection systems in PNG.
- Understands and applies survivor-centred approach.

DESIRABLE

- Experience in working with NGOs in cross-cultural setting.
- Experience in a middle management role managing others
- Experience working in the Highlands of PNG

This position requires regular travel to the Highlands and Morobe provinces.

Remain alert and responsive to any child safeguarding or sexual exploitation, abuse or harassment (SEAH) 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

- Responsive to change
- Strong team player with good communication and problem solving skills
- Strong project management skills
- Strong leader and role model, supporting others in achieving their goals
- Self-starter, strong organisational and planning skills
- Flexible and willing to travel extensively in project areas
- Understanding development in country context and child-focused development

CHILDFUND AUSTRALIA'S VALUES

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

Department: Programs

Location: Eastern Highlands or Morobe based, ChildFund Papua New Guinea

Employment: Full-time, initial 18 months employment agreement, with option to extend upon mutual agreement / dependent on funding

Reports to: Program Manager – Gender and Protection

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

Please apply at: 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 to create community and systems change which enables children and young people in vulnerable situations, to assert and realise their rights.

Projects are implemented in seven provinces across the country, in both rural and urban settings, with a focus on maternal and child health, nutrition, water and sanitation, education, and child protection and resilience against family and sexual violence.

ChildFund PNG also prioritises climate change and disaster preparedness.

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 Life Insurance Corporation (LIC). 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
PNG you will be
contributing to
every child
being able to
play, learn, and
grow.