

WVV Zonal Technical Program Officer – Child Protection

Location: [Asia & Pacific] [Vietnam]

Town/City: Huyen Nhu Thanh

Category: Child Development

WORK CONTEXT / BACKGROUND:

World Vision is a Christian relief and development organization working to create lasting change in the lives of children, families and communities living in poverty. World Vision serves all people regardless of religion, race, ethnicity or gender. As a child-focused organization, WV's work focuses on children, ensuring they are protected and their basic needs are met. WVV has a total income of around US\$ 18,500,000 (FY19) with funding from 14 support countries in Europe, Asia, the Americas and Australia. Funding of WVV consists of sponsorship program funding (70%) and PNS/grants (30%). WVV employs about 430 staff, of which 99% are Vietnamese nationals.

In FY19, World Vision Vietnam is implementing 37 Area Programmes (APs) which operate in 5 zones: North1 (Hoa Binh and Dien Bien), North 2 (Yen Bai – Tuyen Quang), North 3 (Thanh Hoa, Hung Yen, Hai Phong), Centre (Quang Tri, Quang Nam – Danang) and South (Quang Ngai, Binh Thuan, Ho Chi Minh, DakNong). WVV's AP usually focuses within one administrative district of a province which populated by ethnic minority people with high rates of poverty. A uniqueness of WVV's Development Program Approach (DPA) is that AP team members are based at district level where the AP is located, which enables them to work closely with government partners and communities on a daily basis. Beside the APs, WVV is also implementing different Special and Grant Projects to meet the specific needs of vulnerable children in both AP and non-AP areas.

In alignment with the three ministry strategic objectives World Vision Vietnam implements three Technical Programs (TPs): Child Protection, Nutrition and Livelihoods. Technical Programmes are national or sub-regional level programmes implemented by World Vision in multiple geographic locations within a country. They employ evidence-based practices and models previously identified, defined and prioritised through a strategic process and documented in a Technical Approach (TA). TPs are designed to ensure National Offices (NOs) achieve World Vision's mission, which includes the highest impact for the well-being of children, in accordance with relevant TA and NO strategic objectives.

Under each zone (6-8 APs), there are 3 Technical Program Officers: Nutrition/Child Protection/Livelihood and 1 Program Effectiveness Unit (PEU) Officer. The Technical Program Officer directly reports to Zonal Manager and has dotted line to the Technical Program Manager.

Under each AP, there are 6-8 staff, including 1 AP Manager, 1 Sponsorship Facilitator, 1 Finance Officer/Bookkeeper, 1 AP Coordinator and 2-4 Development Facilitators (DFs) who are in charge of all projects and program activities for around 2 assigned communes/wards in their AP (from assessment to planning, implementation, monitoring, evaluation and transition). DFs will be coached by the AP Manager programmatically and the Technical Program Officers technically.

PURPOSE OF POSITION:

- Provide technical support for the adaptation, implementation, monitoring and reporting of TP in the assigned zone and be accountable for the technical quality and cross cutting themes mainstreamed in the TP
- Provide technical expertise and support to improve capacity of the AP staff and

partners in the assigned zone in order to effectively deliver the TP

- Advocate for the scaling-up of evidence based project models and multiply impact across different Aps and provincial level.
- Contribute to ensure WV is a child safe organization through the implementation of the TP

MAJOR RESPONSIBILITIES

ROLE DIMENSION / DESCRIPTION

1. Strategic Direction

- Provide inputs from the field for development/ review, revision of respective Technical Approach, Technical Program, Area Program (AP) Plans, Child protection Policy and Project Models
- Provide input to TP Manager and Specialists on developing and standardizing Technical Guidelines/Training Materials for the implementation of Project models
- Consolidate and analyze the monitoring data to come up with appropriate findings and recommendations to improve the technical quality
- Participate in the impact assessment/ operation research of Project Models
- Provide inputs to TP –level reports

- Support AP/ZM/TP managers in exploring needs for further funding to address the burning problems faced by the children relating to Child Protection and to share with Technical Program Manager in order to propose these issues through Concept paper, proposals.

1. Technical Support and Quality Assurance

- Develop and implement technical working plan for designed zone
- Assist the AP (Including AP manager and DFs) to develop annual POA which relevant to AP plan and in alignment with NO technical strategy
- Review AP Plans, annual POAs and project models of the designated APs to ensure its alignment with National Strategy, TA, and TP
- Provide technical support for AP staff in the implementation of TP, addressing and finding solutions to TP issues
- Facilitate periodic monitoring, supportive supervision and reflection at the APs in the zone to ensure the quality of the TP's implementation
- Provide technical support for design, implementation and evaluation of grant/PNS projects in designated zone
- Consolidate, review and validate and analyze data from AP before sending to PE Officer for compiling zone Indicators
- Support the AP team to ensure that assessment, monitoring and planning

processes have active participation of the parents, community people, children and key project partners. This might include reviewing the process, documents of assessment & planning of the APs in the zone

- Review all the annual reports of the APs in the zone and provide feedback for improvement
- Support Technical Specialist and Technical Program Manager to standard DME tools for baseline, monitoring and evaluation of the TP, ensuring child participation is mainstreamed.
- Support zonal PEU Officer to introduce standard indicators and tools for baseline, monitoring and evaluation of the TP to the AP staff, so that these tools are disseminated to the local network for their use
- Participate in the following key M&E activities scheduled by PEU in the designated zone which should include AP assessment, AP Design and AP Evaluation
- Ensure that national KPIs related to CP are reviewed, updated with accuracy periodically
- Provide technical support for procurement and strategic sourcing (materials, consultants)
- Support and guide APs in Child protection Policy Compliance and responding to Child protection incidents if any
- Manage project activities and budget for provincial level

- Review and ensure accuracy and consistency of all LEAP 3 budget coding
- Provide support to APs in implementation of Child-Focused Disaster Risk Reduction - Climate Change Adaptation/Safe School activities

1. Capacity Building

- Introduce the technical models to AP staff
- Provide technical guidance to district/commune partners on project models
- In consultation with Technical Program Manager and Technical Specialist, AP Manager to facilitate capacity building activities including TOT training for AP technical resource persons for contextualization and follow-up
- In consultation with Technical Program Manager and Technical Specialist, AP Manager, Communication and Advocacy staff to document and share the best practices on child protection for the purpose of staff learning and development.
- Participate in building capacity with/for the National Rapid Response Team.
- Be ready for deployment to lead/join emergency responses (when requested)

1. Advocacy and Networking

- Build and nurture effective working relationship with technical departments at provincial level

- Document and disseminate evidences on the impact/ effectiveness of the relevant project models with the provincial level decision/policy makers for advocacy activities
- Work with APs and Zonal Manager to plan and allocate budget for advocacy activities at provincial level
- Implement and monitoring the outcomes of advocacy activities at provincial level while ensure the linkage between different levels
- Identify and raise emerging issues for advocacy
- Identify and share learnings, good practices, model from implementation for Technical Program Manager and Technical Specialist for purpose of advocacy and replication.
- Represent WVV at relevant forums, meetings, working groups and workshops relating to Child Protection in designated zone.

Knowledge, Skills, Abilities:

(The following knowledge, skills, and abilities may be acquired through a combination of formal schooling, self-study, prior experience, or on-the-job training.)

Education

Bachelor's Degree in multi-disciplinary of economic –social, law or community development or related fields.

Knowledge & Skills

- Knowledge of the Child Right Convention (CRC), Vietnam Children Law and child protection issues and practices.
- Excellent interpersonal, organizational, time management skills.
- Proven ability to provide coaching and deliver capacity building activities.
- Ability to provide supportive supervision to program (front-liners) staff to ensure the quality of the child protection models (e.g. Celebrating Families, Positive Discipline).
- Ability to document and share best practice for replication.
- Good data analysis and reporting skills.
- Conceptual understanding of and commitment to development work, especially Christian, child-focused, community-based development concepts, approaches and processes.
- Ability to communicate and relate effectively with a diverse range of people (i.e. project beneficiaries, Government officials, project partners, WVV staff).
- Good reading and report writing skills in Vietnamese and English.
- Good computer skills (word processing, excel, power point & email).
- Ability to work with a minimum of supervision, exercise judgment, meet

deadlines and work under pressure.

- Be willing to work at grass root level and travel to different Program locations

Experience

- Experience in working with non-governmental organization.
- Proven experience in managing community projects
- Experience in advocacy;
- Experience in monitoring and evaluating projects

Our contact details are: **People and Culture Department - World Vision International –Vietnam Address: 9th floor, the Mercury building, 444 Hoang Hoa Tham, Hanoi,**

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We give equal opportunity to every candidate, regardless of religion, race and gender.

A competitive salary, benefits and career development opportunity will be offered and commensurate with the experience, qualifications and responsibilities.