

Advocacy & Safeguarding Coordinator

Location: [Africa] [Zimbabwe]

Town/City: Harare

Category: Advocacy

Job Type: Fixed term, Full-time

BACKGROUND

World Vision is a global Christian relief, development and advocacy organization dedicated to working with children, families and communities to overcome poverty and injustice. We are a community of close to 40,000 staff working across the world to help change the lives of vulnerable children. Our supporters, partners and staff join forces with communities on the ground to help children enjoy good health, be educated for life, experience the love of God and their neighbours and be cared for, protected and participating in addressing issues that affect their lives. World Vision has been active in Zimbabwe since 1973. Our operations are spread across 9 out of 10 provinces, with a majority of over 1.75 million beneficiaries in rural areas. Our current programs focus on improving the well-being of boys and girls in three priority sectors: health and nutrition, livelihoods and education. We also focus on child protection, gender and disabilities, emergency assistance and resilience building as cross cutting priorities across our programs. World Vision Zimbabwe is committed to the safeguarding of staff, children and communities that we work with, preventing any type of unwanted behavior at work, including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct. We are committed to promote the welfare of children, youth, adults and individuals with whom World Vision engages with. World Vision expects all staff to share this commitment through our conduct and behavior. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work with us. If you share the same vision and values, JOIN US and contribute to life in all its fullness for the children and communities we serve.

Position: Advocacy Coordinator

Purpose of Position

The Advocacy and Safeguarding Coordinator assists in planning, developing, implementation and monitoring and evaluation of advocacy and safeguarding programs for WVZ as per the established priorities and annual action plan. Reporting to the Advocacy Communications and External Engagement Team Lead, the AC provides support to program initiatives by analysing policy gaps, opportunities for scaling up and strengthening programs, especially the gender, child protection and the 'It takes a world to end violence against children' campaign. The coordinator coordinates establishment of linkages in programs, and ensure the advocacy and safeguarding pillar to WV programs is enhanced. The coordinator will be responsible for developing models, key messages and effective advocacy campaigns and handle complex WVZ campaigns for grassroots program effectiveness and realisation of intended outcomes. The Coordinator will help promote the protection of both children and adult beneficiaries rights through the implementation of Safeguarding policy and procedures.

The

Responsibilities

Policy

- Assist in crafting and developing policy briefs for advocacy work in WVZ operational areas on issues of birth registration, gender and ending violence against children.
- Participate in policy platforms/forums that are in WVZ's line of work particularly on issues relating to children.
- Assist and participate in the crafting and formulating WVZ policies and frameworks.

Advocacy

- Act as the organisation's representative in all relevant National Level Coordination and Cluster Forums in support of World Vision's advocacy agenda.
- Provide support in the coordination and implementation of all WVZ Advocacy, Child Protection and Gender Programs.
- Develop Disability Inclusion Advocacy Programs to scale up interventions and policies to ensure programs are disability friendly.
- Facilitate the design, planning and implementation of World Vision Advocacy Campaigns.
- Support Area Programmes in implementing and rolling out Citizen Voice & Action (CVA).
- Support Area Programmes in implementing and rolling out Channels of Hope (CoH) models to advocate against Gender Based, effects of HIV & AIDS and harmful practices on Maternal Newborn Child Health and Maternal Child health.
- Popularizing and implementing the 'It takes a world to end violence against children' campaign with a specific focus on child sexual violence.
- To facilitate training and raising the awareness of the WV programming models into the CP system in collaboration with the CP unit.
- Consolidate pre and post workshop reports.
- Enhance monitoring of the 'It takes a world to end violence against children' campaign, CoH and CVA.
- Coordinate participation and representation of organisation in specific national advocacy initiatives in conjunction with relevant partners.

- Attend coalition and other child focused networks.
- Participate in advocacy related WebEx and joining the advocacy and child protection community of practice.

Gender

- Facilitate mainstreaming of gender into APs and grants in World Vision areas of operation.
- Create awareness and enhancing capacity of staff in understanding gender concepts.
- Design and implementation of community-based gender projects.
- Empowerment of men, women, boys and girls to promote gender equality and any other programs that contribute to the Sustained Development Goals, particularly goal 3 'Promote Gender Equality and Empower Women'.

Advocacy Communications

- Drafting advocacy articles, press releases, branding and profiling articles for the global campaign.
- Documentation of best practices and lessons learnt in the implementation of advocacy related work and the global campaign.
- Design and procure advocacy-oriented communication products, campaign and IEC materials for the department.
- Ensure overall coverage and documentation of advocacy initiatives.

Safeguarding

- Taking lead in the development of the National Office Safeguarding policy, Safeguarding Behaviour protocol and the Safeguarding Preparedness plans and other Safeguarding procedures that will be used by all staff in the office . as well as enforcing implementation of the child and adult safeguarding policy and procedures
- Enforce the implementation of the World Vision Zimbabwe Safeguarding Policy and procedures in line with the International, Regional and National statutes and manage reported incidents through the use of CPIPP and Ethics point
- Deliver Safeguarding Policy refresher trainings to all staff and associates at National and Regional level (Harare ,Bulawayo and Mutare respectively) to build commitment to child and adult safeguarding in the office and minimize the risk of abuse to both children and adult beneficiaries.
- Acting as the National office focal point person for all child and adult safeguarding concerns referred by programs and provide timely technical support and advice.
- Submit Safeguarding Monthly Update Reports to WVI Safeguarding Unit;
- Submit periodic Incident reports to WVI's Integrated Incident Management (IIM) platform or Ethics point;
- Serve as liaison between the global Safeguarding Incident Management team (led by the Safeguarding Director, with Legal, P&C, and Communications representatives) and the safeguarding Incident Management Team;

Administrative Support

- Assist in providing administrative support to the Advocacy department.

- Process payment requests, purchase orders and procurement requisitions and ensuring that the costs are correctly allocated and invoices processed timeously.
- Ensure efficient and timely procurement of advocacy related goods.
- Assist in producing monthly departmental narrative reports.

Knowledge; Qualifications and Experience

- Bachelor's Degree in Law, International Relations, Politics, Social Sciences, Development Studies, Communications, Economics or related field..
- Minimum of 3 to 5 years of experience in international development in leadership role; prefer hand's on advocacy and advocate at the national, regional and local level of a developing country.
- Demonstrate an understanding on advocacy, gender, child protection and policy issues.
- Knowledge of Gender mainstreaming, policy formulation, communication and child protection dynamics are an added advantage
- Experience in Project Management and the development and production of a wide array of communication materials such as publications, video segments, web, and other media.
- English proficiency and to relate cross-culturally with a wide range of international constituencies.
- Cross-cultural sensitivity, flexible worldview, emotional maturity and physical stamina.
- Thorough knowledge of development work

- High level computer including office packages such as Word, Excel, PowerPoint and Access.
- Good interpersonal verbal communication skills.

Qualified female applicants are encouraged to apply.

NB. Shortlisting will be done as applications are received. Only shortlisted candidates will be contacted.