



Job Vacancy

<i>Job Code</i>	10676
<i>Job Family:</i>	Child Program
<i>Job Sub-Family</i>	Program Support
<i>Level:</i>	P2
<i>Position Title:</i>	Program Support Specialist - Survival & Early Childhood II
<i>Grade</i>	6

Job summary

The *Program Support Specialist for Survival and Early Childhood* will have a strong understanding of the current knowledge-base and trends in global and national maternal and early childhood health and education. Practically, he/she will have the ability to navigate and recommend local solutions to the unique and complex challenges in his/her country related to the holistic development needs of pregnant mothers and children.

This intermediate specialist consults on, develops and implements holistic child development programs and interventions. The specialist generally provides highly competent knowledge in one or more holistic development subspecialties in this field and is helpful in others. At this career level, the incumbent supports the local program design, performing independently on moderately complex issues. He or she may coach other specialists.

He/she will report to the Manager of Program Support.

Essential job functions

- Maintains a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ, maintains a courteous, Christ-like attitude in dealing with people within and outside of Compassion, and faithfully upholds Compassion's ministry in prayer.
- Acts as an advocate for children. Understands and advances Christ's mandate to protect children. Raises awareness of the needs of children and takes active steps to help protect against neglect, abuse, and exploitation of children. Promotes the dignity, respect, positive treatment, potential of children in all circumstances. Encourages the involvement of others in helping children in need. Reports and appropriately supports responses to incidents of harm of children if they occur.
- Supports overall holistic child development and provides ongoing subject matter expertise in individual areas of specialization. Aids partnership facilitators, learning staff, communications staff and managers by providing coaching and knowledge within area of specialty. Supports child development community learning and improvement among staff and other stakeholders.
- Regularly assesses changing need for and ability to deliver programming within area of expertise. Consolidates national and local data to identify common gaps and patterns. May develop strategy; maintains and supports the implementation of strategy within area of expertise. Provides advice in support of other strategy development with the country office as needed.
- Provides skilled program design support to other staff. Supports the ongoing development and implementation of local program design in alignment with the global objectives. May provide expertise to other field office professionals, support staff and FCP staff/volunteers to ensure that Frontline Church Partners are adequately informed and equipped to provide holistic development to caregivers, children and youth.
- May facilitate the identification of resource components (internal and external) for specific child development strategies and plans in support of partnership facilitator efforts with FCPs. May provide information to management and other decision-makers regarding allocation of appropriate resources. May provide input to and/or develop Interventions for funding within area of expertise.
- Designs, implements, and monitors specific holistic child development strategies and interventions. Serves partnership facilitators by providing capacity-building and child/youth/caregiver engagement activities in area of expertise. May contextualize portions of curriculum relevant to their expertise or other resources for child and youth development. Works with partnership facilitation by ensuring intervention records, reports, and other documentation are accurate, complete and delivered to appropriate stakeholders.
- Reviews data, reports and utilizes findings to support management and key stakeholders in improving program initiatives, interventions and child outcomes.
- May provide expertise to other program support staff in the field office.

- *The Program Support Specialist - Survival and Early Childhood* role designs, contextualizes and supports holistic development programming for pregnant mothers, caregivers, infants and children through the age of 5. The main areas of focus for this role are: Strategic & Operational Planning; Age-appropriate Program Design & Delivery, Consultation & Support, Monitoring & Evaluation for Programmatic Innovation & Improvement
- The *Program Support Specialist for Survival and Early Childhood* will serve as a SME to Country leadership as they develop multi-year, rolling strategic growth plans for Survival funding (in conjunction with Partnership Growth and CIV Strategies).
- He/she will work closely with PFs to plan for the expansion of home-based sponsorship programming as appropriate. In order to provide subject matter expertise to staff and ICPs, the Specialist will:
 - Assess the availability and accessibility of existing development opportunities for caregivers and children through age 5.
 - Collaborate with PFs to recommend age-appropriate curriculum and programming for all existing and new ICP's local context.
 - Focus on equipping ICPs to understand CDPR measures for the 1-2 and 3-5 age-groups and how assessments for this age group are best performed.
 - Be proficient in the relevant core and supplemental curriculum for caregivers and children through age 5.
 - Assist PFs and ICPs to use Survival and Child Support funds strategically for caregivers and children through age 5.
 - This role will collaborate closely with fellow Support Specialists in Health, Resource Mobilization, and Child Development to create comprehensive strategies and solutions to the multi-faceted issues facing mothers, babies and young children.
 - In addition, the Specialist will provide ongoing subject matter expertise to Program Trainers and Partnership Facilitators in order to ensure that Implementing Church Partners are adequately informed and equipped to provide holistic development to caregivers and their children.
 - Lastly, the Specialist will consult with the Partner Preparation Specialists and Partnership Facilitators to identify candidates for Survival Launch Interventions, Sponsorship Launch Interventions and any Church Planting Initiatives with home-based programming.

The *Program Support Specialist - Survival and Early Childhood Development* regularly monitors operational, health and other beneficiary data in order to identify good practices and areas for improvement. Based on these findings, he/she will recommend appropriate follow-up such as coaching, training, adjustments to program design, or ways to pilot or innovate in order to improve programming for pregnant mothers, caregivers and young beneficiaries.

Leveling criteria

Level P2

- Requires expanded conceptual knowledge in own job discipline and broadens capabilities
- Understands key organizational drivers; uses this understanding to accomplish own work
- Provides informal guidance to new team members
- Solves problems in straightforward situations; analyzes possible solutions using technical experience and judgment and precedents
- Explains complex information to others in straightforward situations
 - The ability to develop positive and trusting intercultural and interdenominational relationships.
 - Expressed understanding of the concept of mission especially the Mission of God or expressed desire to engage with it and serve according to its principles.
 - Understanding the developmental concepts of sustainability, local and stakeholder's ownership and how it links with the Mission of God.
 - Capacity to relate and interact with Church leaders in mutual respectful and appreciation of each one's ministry with missiologically awareness and sound way.

Education

University degree in Child Development, Early Childhood Education, Public Health, Pediatric Health, Social Work or other related field. Advanced coursework preferred.

Work experience

Three years experience working in this or similar position or field.

Documents for Applications

Application Letter (letter addressed to the Human Resources Business Partner), Police record, Resume/CV, Recommendation from the Spiritual Leader, Simple copy of bachelor degree diploma or certificate or any relevant documents.

Every candidate interested in this position is requested to fill the form by using the below link:

<https://forms.gle/bUujSJ2ALSFTUAmg9>

Then send the requested document to the following address: 05 BP 387 Lomé - Togo before **7th January 2020 at 12h00 pm.**

Working conditions

Work Environment & Location	Office - Standard Office Environment or Everywhere in the country
Physical Demands	Sitting, standing, and/or walking for up to 8 hours per day
Travel Requirements	May be required to travel up to 10% of normal schedule

NB: Female candidacy is encouraged. Only retained applicants will be contacted.

The term of the contract is one year with possibility of renewal.