

Terms of Reference

International Expert in Child and Social Protection for the project: “Promoting Children’s Rights and Family Empowerment in Fayoum Governorate” Implemented directly by the National Council for Childhood and Motherhood (NCCM), Egypt

1. General Information

Title: International Expert in Child and Social Protection
Sector of assignment: Children and Women Rights
Location: Cairo and Fayoum Governorate
Contracting Agency: NCCM
Duration of assignment: 10 months
Initial date: As soon as possible (Indicatively in October 2019)
Notification of short listed candidates: End of September 2019

2. Supervision

Direct supervisor: secretary general of NCCM

Content and methodology of supervision:

Weekly Meetings to review priorities, and agreement of deadlines for activities of the various projects’ activities or components under the team’s responsibility, with accountability to the team as a whole, and specific feedback sessions with the National Advisor and NCCM secretary general based on specific agreed work plans of the project.

3. Duties and Responsibilities

- Provide technical assistance and advice to the project’s management team regarding the implementation plans, performance monitoring and evaluation plans;
- Provide technical assistance in financial management ensuring proper and efficient funds’ management;
- Provide technical assistance in social research and capacity building techniques for the implantation of the base line assessment and establish the data base system at the central and local levels;
- Liaise with the key stakeholders to ensure effective coordination with relevant national strategies and related technical projects.

- Participate and provide support in developing the implementation plans and periodically supervise some activities;

- Represent the Project in various fora, under the guidance of the NCCM General Secretary
 - Ensure high-level communications to disseminate project's best practices, results, outputs and to increase project's visibility at the national and international levels.
- Support and advice the NCCM and the National Planning Committee (NPC) in developing and implementing the National Plan of Action (NAP) for Children and provide international experience and insights to be incorporated into the plan.
 - Maintain a reporting mechanism with NCCM management, Central Coordination Committee (CCM), and Italian Cooperation.
 - Develop quarterly, annual and final reports containing information related to the activities carried out at the national level as well as at the Fayoum level.

4. Qualifications and Experience

Essential

- University degree in social sciences, international development, gender studies or relevant fields;
- Excellent drafting skills in English and good verbal communication skills;
- Good oral and writing skills in Arabic language;
- Monitoring, evaluation and reporting skills;
- At least four years of relevant work experience in Cooperation and Development programs, out of which two in the area of children's and women's rights.

Preferable

- Advanced master degree or post graduate studies in relevant fields;
- Good communication skills;
- Experience with institutional donors and/or institutional partners;
- Good negotiation skills, capacity of building relationships and networks
- Working experience in the Middle East.
- Good spoken skills in Italian

5. Background Information

The Project titled "Promoting Children's Rights and Family Empowerment in Fayoum Governorate" - started in May 2016 for a total duration of 24 months - aims at strengthening the technical and operational capacities of the National Council for Childhood and Motherhood (NCCM) to improve quality and quantity of social services provided to the most vulnerable families and children in Fayoum Governorate.

More specifically the project seeks to promote the establishment of an integrated development model at the local level, which will represent a base of data, information and evidence for the identification, and/or adaptation of appropriate strategies and plans of action by the NCCM and relevant authorities, to ensure children enjoyment of their rights at local level.

The Program has two components; institutional and local, and will promote a “bottom - up” approach.

At the local level (Fayoum Governorate), assuming the family as an entry point for the creation of a culture of respect, protection and fulfillment of the rights of the child, the Program will promote an empowerment action to improve the socio-economic conditions of selected families.

The action will be implemented through activities aiming, on the one hand, at strengthening the capacities of local entities and Civil Society Organizations (CSOs) of coordinating and providing basic services to the beneficiaries and, on the other hand, activities aiming at raising awareness and empowering the children and their families with their direct involvement.

The intervention will aim to reduce practices and phenomena such as Female Genital Mutilation / Cutting (FGM/C), child marriages, school drop-out and child labour, non-registration at birth, maternal and infant malnutrition detrimental to the fulfillment of children’s and their families’ fundamental rights.

Micro-credits will be granted to selected families to improve their economic and financial conditions, with a particular focus on mono-parental families headed by women.

The experience in El Fayoum Governorate, will contribute to build a model of integrated services to be endorsed by NCCM in its policies’ and strategies’ formulation and/or adaptation at the national level.

Based on the experience gained through the implementation of the activities, the NCCM, with the support of the program, will eventually strengthen its capacities in (a) monitoring and evaluating the impact of the actions implemented in favor of children’s and families’ well-being and in (b) defining policies and guidelines in coordination with relevant Ministries.

6. Evaluation of Applications

The selection will be conducted by an evaluation commission composed by the NCCM secretary, the project’s Central Coordinator, and one representative of the Italian Agency for Development Cooperation in Cairo, according to the following criteria:

Education, experience, competences and preferred requirements (Max 70 points)

Verification of the possession of the essential and preferred requirements according to the documentation presented by the candidates, with particular reference to the academic titles obtained and the professional experience gained.

Candidates scoring at least 42 points will be included in the shortlisted and will be invited for an interview.

Interview (Max 30 points)

The personal interview will be carried out at the AICS office in Cairo, or if not possible, through an audio/video connection (e.g. Skype).

No reimbursement will be granted to those travelling to Egypt for the interview.

Youngest candidates will be preferred in case of a final equal score.

7. How to apply

The application should include:

1. A motivation letter (no more than 500 words) explaining the main reasons of applying for this position;
2. A Curriculum Vitae in English, signed by the applicant; Copy of a valid passport;
3. Any English/ Italian/ Arabic certificates;

Regarding the language competences please refer to the Common European Framework of Reference for Languages specifying the level of speaking, reading and understanding. The applicant should also provide a telephone number and an email address for communications.

The deadline for submitting the application is **3 October 2019 at 23h:59**. Applications must be sent to the following email address: segreteria.ilcairo@aics.gov.it .

We encourage applicants to submit the application well before the deadline date. The subject of the email must contain the vacancy announcement name.

8. Exclusion from the selection procedures

Applications containing the following defects will be not considered:

1. Applications not completed and/or missing all requirements described in the announcements;
2. Application received after the deadline stated in this announcement;