

Job Description – Research and Communications Coordinator – Africa

Summary:

This role will support the development and implementation of research and communications initiatives on safeguarding in higher education in Africa as well as contribute to the development of Keeping Children Safe globally.

Location: Africa – remote

Salary /Grade: £30,000 per annum

Duration: 18 months with possibility of extension if funding allows.

Background

Keeping Children Safe sets International Child Safeguarding Standards to help organisations protect children from abuse in organisations across the world.

We are completely independent and guided by the best interests of the child principle in all that we do. We work with people who have been subjected to child abuse, researchers, practitioners, policymakers and leaders to defend children’s right to be safe in all organisations, no matter how big or powerful.

This newly created role will support the development and implementation of research and communications initiatives on safeguarding in higher education in Africa, as well as contribute to the development of Keeping Children Safe globally. The overall goal of this programme is that all children, young people, and youths and adults at risk – especially refugees, youths with disabilities and persons vulnerable to discrimination because of their gender – who encounter Higher Education Institutions are safe from harm.

Find out more at www.keepingchildrensafe.global

Main Duties:

Key Responsibilities will include:

- Supporting the development and implementation of research and communications initiatives on safeguarding in higher education in Africa.
- Supporting the development and implementation of events, tools, resources, educational materials and publications based on research.

- Undertaking any other reasonable duty and tasks that may from time-to-time be requested by the line manager consistent with the nature of the job and its level of responsibility.

Person Specification

Essential

- Strong academic research, communication and presentation skills with experience of research projects related to safeguarding, including issues related to refugees, youths with disabilities and persons vulnerable to discrimination because of their gender.
- Experience and understanding of issues related to safeguarding in higher education in Francophone Africa.
- Professional level French and English.
- Skilled at identifying and mitigating risks.
- Excellent written and verbal communication skills including presentations, report writing and conducting evaluations.
- Evidence of Continued Professional Development relevant to the role purpose and level.
- Able and willing to travel.

Personal qualities:

- A proven commitment to safeguarding and human rights.
- A commitment to the vision, aims and approach of the organisation.
- A commitment to non-discrimination, respect and dignity for all.
- A team player, able to manage their own workload as well as, work with and support others and deliver to agreed standards and targets.
- An entrepreneurial, positive, solution-focused approach to work.
- Integrity with appropriate ethics and behaviours

Desirable

- Fluency in Spanish or Portuguese.
- Graphic design and video editing skills.

The Appointment

- The appointment will be full time

- The leave allowance is 25 working days per annum
- In view of the nature of the work involved, any offer of appointment will be conditional upon receipt of satisfactory references and Disclosure and Barring Service/Police checks.

Applications

To apply for this post and to be considered for an interview please apply with your CV and a covering letter addressing each point in the person specification to Helen Carter: helen.carter@keepingchildrensafe.global

Interviews will take place on a rolling basis. The position is open until filled.

Safeguarding statement

Keeping Children Safe has a zero-tolerance approach to any harm, exploitation or abuse of anyone including our staff and stakeholders. Safeguarding forms an intrinsic part of everything that we do. Recruitment to any jobs within KCS will include criminal record checks and the receipt of satisfactory references.

Compliance with all our Child Safeguarding Policies and Procedures is mandatory.

Keeping Children Safe values diversity, promotes equality and challenges discrimination we welcome and actively encourage applications from people of all backgrounds and will select employees based upon their individual merits and abilities, irrespective of a person's gender, sexual orientation, caring responsibilities, marital status, race, nationality, ethnic background, religion or belief, age or disability.