**We are currently seeking to recruit a Child Protection and Communication Program officer for Plan International in China.**

**我们国际计划目前正在招聘一名儿童保护与外联项目官员**

**About the Role**

**关于职位**

Plan International is an independent development and humanitarian organization that advances children’s rights and equality for girls. We have been building powerful partnerships for children for over 80 years, and are now active in more than 80 countries and regions.

国际计划是一家独立的、非营利性的国际人道主义发展机构，一直致力于推动儿童权益和女童平等。80年多以来，我们一直为儿童建立强有力的合作伙伴关系，如今在超过80个国家和地区开展项目活动。

Plan International started its operation in China in 1995. Plan International implements its programs in various provinces and cities, including Beijing, Shaanxi, Yunnan, Anhui, Qinghai, Hunan, Beijing, and Jiangxi. In its program areas Plan International mainly works in the field of child protection, education, early childhood development, youth employment solutions, and disaster risk management, etc.

国际计划1995年进入中国。国际计划在包括北京陕西、云南、安徽、四川、青海、湖南、北京和江西在内的多个省市实施项目，项目主要涉及儿童保护、教育、儿童早期发展、青年就业和灾害风险管理等领域。

The purpose of this role is to support the development and implementation of program and influence work on child protection in China as well as communication supporting. The key roles and responsibilities are listed as below.

该职位的目的是为有关儿童保护方面的项目和政策，提供相应的开发和执行等技术支持，同时提供外联支持。其主要角色和职责如下。

* Technical Advice and Support

技术咨询和支持

* + Identify capacity gaps among project stakeholders in the area of child protection. Then plan, undertake, and/or coordinate capacity building actions.
  + 确定项目利益相关者在儿童保护领域的能力差距；并就相应的能力建设活动提出计划，并予执行和协调。
  + Meet the training needs on Safeguarding Children and Young People for partners and key stakeholders.
  + 满足合作伙伴和主要利益相关者在保护儿童和青少年方面的培训需求。
  + Provide technical support to program staff on the planning, formulation, implementation and M&E of child protection projects.
  + 在儿童保护项目的规划、开发、实施和评估方面为项目人员提供技术支持。
  + Take stock of experiences and lessons learned and best practices in CP program as the basis for information sharing and lead the learning among staff.
  + 总结儿童保护项目的经验教训和最佳实践，作为信息共享的基础，并引导员工学习。
  + Suggest senior management on technical support need and solutions related to child protection.
  + 就儿童保护相关的技术支持需求和解决方案向管理层提出建议。
* Monitoring, Evaluation and Communication

监测评估与协调

* + Support to set clear monitoring processes for the tracking of progress and its communication to all key stakeholders.
  + 协调制定明晰的监测流程，追踪项目活动的进展并与所有主要利益相关者保持沟通。
  + Ensure effective M&E of projects and inputs to various reporting processes.
  + 确保对项目的有效监测和评估并完成相关报告流程。
  + Monitor trends and priorities in the area of CP to ensure relevance of Plan’s CP program.
  + 监测儿童保护领域的趋势和优先事项，以确保计划儿童保护项目的相关性。
* Resource Mobilization

资源动员

* + Identify new intervention areas in consultation with internal and external partners.
  + 通过与内部和外部合作伙伴的协商，确定新的干预活动。
  + Develop project concept notes and proposals.
  + 开发项目建议书。
  + Work with the Business Development Team in fund raising efforts.
  + 与业务拓展团队合作，筹集资金。
* Partnership, Networking & Representation

伙伴关系、网络联系及代言

* + Promote CP program across Plan China and mobilize buy-in in all program locations.
  + 在国际计划项目区推广儿童保护项目，并在所有项目地开展动员参与。
  + Strengthen linkage with external institutions for sharing of information and experiences and possible exchange of expertise.
  + 加强与外部机构的联系，积极开展对外信息、经验分享以及专业交流活动。
  + Represent Plan China in various CP platforms and networks and advocate Plan’s CP strategy and program.
  + 在各种儿童保护的项目平台和网络联系中，作为国际计划的项目代表，为国际计划的儿童保护项目战略及其项目活动积极代言。
* Communication Supporting

外联支持

* + Manage external communication service providers.
  + 管理外部外联服务商。
  + Organization Website and social media account update.
  + 机构网页和公众号内容的更新。
  + Support the development of communication products related to programs as required such as annual report, newsletter, and posters etc.
  + 支持项目有关外联产品的开发，如年报、内部通讯、海报等。

**Key Relationships:**

**主要联系对象：**

**Internal**

**内部**

* Program Development and Quality Team

项目开发与质量团队

* Program Implementation Team

项目执行团队

* Admin and HROD Team

行政与人资团队

* Finance Team

财务团队

**External**

**外部**

* County, provincial, and national level Child Protection partners

国家层面、省级层面以及县级层面的儿童保护合作伙伴

* Relevant government,academic institutions, and NGOs etc

相关的政府部门、学术机构以及非政府组织，等

**Technical Expertise, Skills, and Knowledge:**

**技术专长及知识能力要求：**

**Knowledge**

**知识能力**

* At least three years’ experience in child protection program design, training, or management.
* 3年以上儿童保护项目设计、培训或管理经验。
* Good knowledge on child rights, child protection, social/child welfare, and gender equality.
* 具备儿童权利、儿童保护、社会/儿童权益和性别平等方面的知识。
* Practical knowledge of child protection programming.
* 具有儿童保护项目工作的实际经验知识。
* Good understanding of national and local policies and programs on child protection.
* 对国家和地方有关儿童保护的政策和项目有很好的掌握和理解。

**Skills**

**技术能力**

* Demonstrated ability to apply results-based approach in programming.
* 具备在项目开展过程中运用基于结果的方法的能力。
* Demonstrated ability to work in a multi-cultural environment, and establish harmonious and effective working relationships both within and outside the organization.
* 具备在多元文化环境中工作的能力，并能在组织内外建立和谐有效的工作关系。
* Computer skills, including internet navigation, and various office technical literature or related applications.
* 计算机能力，包括网络导航，各种办公技术文献或相关应用。
* Fluency in English and Mandarin Chinese.
* 流利的中英文能力。

**Behaviors**

**行为能力**

* Demonstrates clear respect to all and especially children and women without discrimination.
* 明确尊重所有人，尤其是儿童和妇女，不加歧视。
* Creates a strong sense of purpose within own part of the business and with stakeholders.
* 在自己的业务范围内以及与利益相关者建立强烈的目标责任感。
* Demonstrates honesty and transparency in holding self and others to account to deliver on agreed goals and Plan’s standards of behavior.
* 对待自己和他人都能具备诚实和透明的工作态度，以实现共同的工作目标和国际计划的行为标准。
* Commitment to continuous learning for professional development.
* 在专业发展方面有持续学习的意愿。
* Ability and willingness to travel often to rural areas.
* 能够并愿意经常到农村地区出差。

**Physical Environment and Demands:**

**工作环境和要求：**

Typically office environment with 30% extensive travel in program areas and abroad.

典型办公室环境，30%的时间需要经常出差到项目区或者出差到国外。

Location: Beijing or Xi’an City in China

地点： 北京或西安市

Type of Role: 3-year fixed term contract

职位类型： 3年固定期限合同

Closing Date: 31st August 2024

截止日期： 2024年8月31日

References will be taken and background and anti-terrorism checks will be carried out in conformity with Plan’s Policies. Plan operates an equal opportunities policy and actively encourages diversity.

申请人需要提供推荐信，我们将根据国际计划的政策规定进行背景调查和反恐筛查。国际计划实行平等机会政策并积极鼓励多样性。

Please send your C.V. and letter of application (in English) to e-mail address:

请将您的简历和申请信（英文版）通过以下邮箱发送至：

[PlanChina.HR@plan-international.org](mailto:PlanChina.HR@plan-international.org)