



A world of
children in families

Care for Children

Position: Project Facilitator

Reports to: Country Manager

Position Location: Thau Thien Hue, Vietnam

Working hours: 37.5 hours, full time

I. Purpose for the Job

The purpose of the Project Facilitator is to work in and among communities to facilitate Family Care Model at our project site. This position will oversee project activities in Hue and support other Care for Children team members to contribute to the common goal of family placement.

This role should be focused on the effective implementation of Family Care at grassroots level.

Reports to: This role will report to and work under the overall guidance of the Country Manager.

II. Key Objectives of the Position

- Build relationship with relevant partners of Family Care Project in project sites
- Facilitate the approved project plans and project implementation at project site
- Build partners' capacity in implementing Family Care
- Identify and mobilise local resources

The duties and responsible of the Project Facilitator include, but not limited to, the following:

Build relationship with project partners

- Meet with project partners, inform them about project trajectory, roles, responsibilities of different stakeholders, ownership, governance and project budget
- Build close and constructive relationship with Care for Children's project partners at project sites and actively identify the most effective approach to promote the implementation of family care
- Closely coordinate with local government for smooth and successful project implementation
- Work with various stakeholders towards the goal of placing children from residential care into local families
- Communicate effectively Care for Children's vision, mission, model and approach to work in ways that are contextually appropriate and clear



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Build partner's capacity in implementing Family Care

- Assist the Training Team in developing Care for Children's training program for the Vietnam project
- Support the delivery of trainings and technical meetings
- Support local foster care practitioners when and where needed
- Work with Care for Children's global team to translate, write and produce contextualised training materials that are in accordance to the laws, regulations and culture of Vietnam

Project planning and implementation

- Support project partners to form groups (workforce) on the implementation of Family Care
- Facilitate to conduct various capacity building activities with project partners to equip them with knowledge and skills in family care
- Facilitate to conduct workshop, meetings, coaching sessions based on the needs of project progress
- Carry out baseline and project data to inform project approach and methodology

Budget planning, implementation and reports

- Support the budget planning for project activities at project site in accordance with Care for Children's cost norms and overall budget plan

General responsibilities

- Other responsibilities as reasonably assigned by Country Manager
- Care for Children reserves the right to add, remove or alter duties when necessary

III. Impact of Results

The work will have impact in ensuring smooth project implementation at grassroot level especially promotion of child placement from institution to local families.

Qualifications

- Bachelor degree or postgraduate degree in Social Sciences, Social Work or relevant field
- Demonstrate knowledge of working with I/NGO and government environment
- Experience in social work or community development



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- Strong facilitation skills, including connecting with project stakeholders
- Excellent verbal and written communication and interpersonal skills (both English and Vietnamese)
- Good understanding of child protect services at grass-root levels.

Care for Children's vision is to see 'a world of children in families'.

We develop strategic partnerships with governments to help create a positive alternative to institutional care through local family-based care. Care for Children has been operating in China since 1998, helping a generation of disadvantaged children to be placed into good, local families.

To support Care for Children's new vision statement to see 'a world of children in families', a new global strategy is being formed to ensure every country can access the support required to implement a family-based care system for disadvantaged children. With this exciting opportunity comes new operational challenges, but our unique vision and mission drives us forward.

To apply:

Please submit your CV and a covering note explaining why you think you could make an extraordinary impact in this role to hr@careforchildren.com.

Salary range is flexible and subject to be determined based on qualification and experiences of the selected candidates.