

# PROGRAMME ASSISTANT –

## SECONDMENT WITH THE AFRICAN UNION HEALTH, HUMANITARIAN AFFAIRS, AND SOCIAL DEVELOPMENT DEPARTMENT

### BACKGROUND

Falling under the AU Harmful Practice Unit, the AU Campaign to End Child Marriage and Saleema Initiative for the Elimination of Female Genital Mutilation are dedicated to accelerating an end to harmful practices on the continent. Their goal is to do so by:

- Enhancing continental awareness of the implications of the practices,
- Supporting legal and policy actions in the protection and promotion of human rights,
- Mobilizing continental awareness of the negative socio-economic impact of harmful practices,
- Building a social movement and social mobilization at the grassroots and national levels
- Increasing the capacity of non-state actors to undertake evidence-based policy advocacy, including the role of youth leadership through new media technology, monitoring and evaluation

The Commission's commitment to protecting and promoting the rights of girls and women is further highlighted in the initiatives such as the Spotlight Initiative and the African Girls Can Code Initiative. These initiatives are part of ensuring that girls are the center of discussions of empowerment and that they are part of the policy-making- decision-making processes for a productive well-educated future.

Child Helpline International has a collaboration agreement with the African Union Commission since July 2021, which will result in a Memorandum of Understanding between both organizations. The aims of this partnership are to strengthen child helplines in Africa, with a focus on three main areas:

- Expanding the existing African harmonized 116 child helpline number, currently operational in 22 African countries to the Pan-African level;
- creating a continental platform for knowledge exchange
- work with international and regional partners: The International Telecommunications Union (ITU), African Union (AU) and the African Committee of Experts on the Rights and Welfare of the Child (ACERWC), and others partners to be jointly agreed
- mobilize Government support in strengthening existing child helplines, and in the creation of child helplines in those states in which no such service exists.

In order to fulfill the objectives of the partnership with the African Union Commission, Child Helpline International is recruiting a Programme Assistant to be seconded to the African Union Harmful Practice Unit



## ABOUT THE ROLE

The Programme Assistant will be seconded to and work in the AU Department of Health, Humanitarian Affairs, and Social Development Department at the duty station of Addis Ababa-Ethiopia. The Assistant will work under the overall supervision of the Head of Social Welfare and Vulnerable groups and the direct supervision of the Coordinator of the Harmful Practices project. The Programme Assistant will also be accountable to report regularly on their work progress to Child Helpline International

## KEY RESPONSABILITIES

**The main objectives of the role will be:**

- Coordinate and lead the development of a comprehensive and detailed joint three-year action plan to implement the MoU existing between Child Helpline International and the African Union Commission
- Coordinate the implementation of activities included in the joint actions plan
- Facilitate the collaboration and communication between Child Helpline International and the African Union Commission
- Provide technical and administrative support for the implementation of activities in support of AU Ending Harmful Practices Programmes (The AU Campaign to End Child Marriage, Saleema Initiative, and Combating Online Child Sexual Exploitation program), Drug Control and Crime Prevention Unit, and support to Ending Harmful Practices Unit technical team.
- Ensure Child helpline International and child helplines participate on platforms for knowledge exchange in collaboration with the African Union departments and AU organs such as the African Committee of Experts on the Rights of the Child and Welfare of the Child, and other partners under the AU overall framework of child rights protection
- Facilitate the inclusion of key recommendations for Member State's support to child helplines in mobilizing and strengthening existing child helplines at the national level, and in the creation of child helplines in those states, in which no such service exists, especially to protect and prevent violations against children at risk including in conflict and Humanitarian situations.
- Facilitate effective internal communications with other AU departments, organs, and partners by organizing internal and partner meetings in line with collaborating with Child Helpline International.



- Facilitate the preparation and dissemination of communications documents (e.g., press releases, media advisories, *Save the Date* cards, publications, social media posts)

## KEY DELIVERABLES

- Joint three-year action plan in line with the MoU between the African Union Commission and Child Helpline International to be approved, adopted, and implemented by the African Union and Child Helpline International
- Detailed action plan for 2023
- Key documents (statements, talking points, presentations, reports, strategy documents, etc.) drafted and/or edited accordingly.
- Links were established between CHI and AU departments, AU Organs-ACERWC, PAP, ACHPR, and other Partners under the overall framework of AU child rights and protection frameworks.
- Links established between child helplines and AU Harmful Practices programs on child rights and protection
- Quality and timely preparation and dissemination of communication documents (e.g., press releases, media advisories, save the date cards, publications, social media posts);
- Facilitated and documented efforts to mobilize Member State's support in strengthening existing child helplines at the national level, and in the creation of child helplines in those states in which no such service exists
- AU-related List of updated focal persons from MS Governments and CSOs

## EXPERTISE AND REQUIREMENTS

The candidate should meet the following criteria:

- A Bachelor's degree or equivalent in Social Sciences, law, human rights, International development, International relations, or other related discipline
- Knowledge and experience of AU Policies and programs on child rights and protection particularly on ending harmful practices is highly desirable;
- Excellent writing skills in English and the ability to work with more than one AU official language is highly desirable;
- Experience in communication and technical report writing;
- Experience working in team-oriented environment;
- Ability to prioritize tasks and juggle multiple duties at the same time
- Ability to work under pressure and tight deadlines
- A broad knowledge of international relations and regional dynamics;
- Knowledge of the EU system and EC child rights strategy;
- Excellent written verbal and communication skills, public speaking and presentation skills;

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- Creative, analytical and pro-active personality;

## ESSENTIAL INFORMATION:

**Contract type:** Consultancy

**Duration:** 5 months

**Date of Appointment:** As soon as possible

**Job Location:** Addis Ababa, Ethiopia

## WHAT DO WE OFFER

- A gross salary of 2000USD per month.
- A work-life balance: you will be working 32 hours a week.
- Flexible working arrangements.
- Great colleagues who will go the extra mile to support you if needed.
- The meaningful purpose of our work.

Please send your resume listing your most relevant experience, knowledge and skills (maximum 2 pages), and a short Letter of Motivation explaining why you're ideal for this post (maximum 1 page), to [kasia@childhelplineinternational.org](mailto:kasia@childhelplineinternational.org). The deadline for applications is **October 3, 2022**. Questions? Feel free to contact us!

*At Child Helpline International we are committed to creating a diverse, inclusive environment and equal opportunities. All qualified applicants will receive consideration for employment without regard to race, ethnicity, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability or age.*

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