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Approved by  
Inspector of Labour  
05/11/2024

Job Title:	Early Childhood Education Officer (1 position)
Job Reference:	ECDO/2024/11
Job Type:	Full-time
Duty Station:	Greater Pibor Administrative Area
Reporting Line:	Field Coordinator/Team Leader
Location:	Pibor
Deadline:	November 22, 2024
Email:	<a href="mailto:hr@hacsouthsudan.org">hr@hacsouthsudan.org</a>

### Organizational Overview:

Help a Child is an International Christian Humanitarian Organization established in 1968 with its headquarters in the Netherlands, country offices in India, and seven African Countries including South Sudan. We provide a future for children living in poverty, their families, and their entire communities. We achieve this by empowering vulnerable communities, enabling them to independently and sustainably enhance their living conditions and opportunities.

### Job Summary:

We are seeking to recruit a qualified and experienced Early Childhood Education (ECE) Officer to join our team in Pibor, GPAA to spearhead initiatives aimed at enhancing the quality and accessibility of early childhood education programs. This role requires a professional, highly skilled, creative, and innovative individual who can design and implement inclusive educational practices through integration of child protection, supplementary feeding and climate change approaches in Early Childhood Education programming.

### Key Responsibilities:

- Program Development and Implementation:** Design child-centered curricula incorporating creative and diverse methodologies for Early Childhood Development (ECD).
- Child Protection:** Integrate child protection policies to maintain a safe, nurturing environment within ECD programs.
- Nutritional Support:** Develop and manage supplementary feeding programs to support children's health and development.
- Climate Education:** Include climate change awareness in curricula to foster environmental responsibility among children.
- Professional Development:** Offer ongoing training for ECD facilitators, enhancing skills in innovative, integrated teaching methods.
- Community Engagement:** Engage families and communities to support children's development and raise awareness of early education benefits.
- Monitoring and Evaluation:** Implement systems to evaluate ECD program effectiveness and use data for continuous improvement.



8. **Resource Management:** Oversee efficient use of resources to maintain high-quality ECD services.
9. **Policy Advocacy and Collaboration:** Advocate for policies supporting ECD services and collaborate with partners to strengthen program impact.
10. **Inclusive Education:** Develop strategies to include children with special needs and ensure all activities are culturally sensitive and child focused.

**Qualification Requirements:**

**a) Required Education Qualification:**

Minimum a diploma in Early Childhood Development (ECD), Education in Emergency (EIE), or related education with over 6 years of professional experience in the required fields, or a bachelor's degree in early childhood development, Education, or related field with 5-10 years of professional experience in the same fields.

**b) Required Competencies and Experiences:**

1. Strong understanding of child protection principles and practices
2. Excellent communication and interpersonal skills
3. Ability to work in a fast-paced environment and prioritize tasks
4. Cultural sensitivity and ability to work in a diverse cultural context
5. Strong analytical and problem-solving skills
6. Ability to maintain confidentiality and handle sensitive information
7. Strong documentation and reporting skills
8. Ability to work independently and as part of a team
9. Strong advocacy and negotiation skills
10. Knowledge of ECD curriculum and pedagogy
11. Experience working with children aged 0-8 years
12. Ability to design and implement ECD programs and activities
13. Strong Christian who believes in fairness, humanity, faithfulness, and integrity
14. Strong and good writing skills



**Benefits:**

- Competitive salary and benefits package
- Opportunities for professional growth and development
- Dynamic and supportive work environment
- Chance to make a meaningful difference in the lives of vulnerable children and communities

**Competencies**

<p><b>Integrity</b></p> <p>Maintain generally accepted and social ethical standards in activities that have to do with the position</p>	<ul style="list-style-type: none"> <li>• Accepts responsibility for own decisions and actions.</li> <li>• Compliant with internal standards and HAC values, even when this could lead to disadvantage, tension, or conflicts.</li> <li>• Does what he/she says and keeps promises and appointments.</li> <li>• Respect and protect entrusted confidential information.</li> <li>• Provide information on his / her opinion on business ethics, safety, and the environment.</li> </ul>
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<b>Cooperation</b> Actively contributing to joint results, even when the subject involved is not of immediate personal interest. Sharing information and knowledge with others.	<ul style="list-style-type: none"><li>• Ready to collaborate with other disciplines or organizational units.</li><li>• Appreciates information and knowledge sharing.</li><li>• Encourages teamwork and enhancement of working relationships.</li><li>• Is willing to make concessions to get a step ahead as a group.</li><li>• Initiates collaboration between different groups to achieve a joint result.</li></ul>
<b>Beneficiary orientation</b> Anticipating the interests of beneficiaries. Giving high priority to service preparedness and beneficiary satisfaction.	<ul style="list-style-type: none"><li>• Proposes the beneficiaries that best fit current and future needs.</li><li>• Discusses (unwise) choices from the beneficiaries/ partners and makes improvements and informed decisions.</li><li>• Investigates the satisfaction and further needs of the beneficiaries/partners after delivering the services.</li></ul>
<b>Networking</b> Building relationships and networks that prove to be useful in achieving goals. Making effective use of informal networks to get things done.	<ul style="list-style-type: none"><li>• Encourages colleagues and partners to maintain and expand their internal and external contacts and makes suggestions.</li><li>• Bring internal relationships/networks into contact with external relationships/networks.</li><li>• Asks friends to collaborate in making contacts with potential relationships and/or networks.</li><li>• Uses own network to achieve the goals of others.</li><li>• Uses the relationships from the own network to realize the goals of the project and Help a Child.</li></ul>

### Value Proposition

Help a Child offers the opportunity to become part of an ambitious, child-centered, and Christian international NGO with a dedicated team of professionals motivated to maximize impact. Help a Child offers a fair pay and benefits package that is justifiable to our donors. Furthermore, you will be provided a one-year fixed-term contract with all other benefits that the organization can offer during your engagement with HAC. The agreement may be extended depending on funding, your performance, and fit within the team.

### How to Apply:

If you are a motivated and experienced Social Worker looking to join a team dedicated to making a difference in the lives of children and communities, please submit your application to [hr@hacsouthsudan.org](mailto:hr@hacsouthsudan.org) by **November 22, 2024**. Ladies are highly encouraged to apply. Help a Child has zero tolerance for Sexual Exploitation and Abuse (PSEA), and discrimination based on gender, race, color, or physical status.

Due to the urgency of these positions, Help a Child will be reviewing the application on a rolling basis and might fill the positions before the deadline.

**Note: Only shortlisted candidates will be contacted for an interview.**

