**JOB VACANCY: CASE MANAGEMENT OFFICER (ALBANIA)**

***Terre des hommes (Tdh) Mission in Albania is seeking to recruit a Case Management Officer based in Albania***

**Terre des hommes Albania is seeking to recruit a Case Management Officer responsible for the provision of technical support in the development and implementation of the overall child welfare case management framework across the three programs of Tdh Albania and the respective projects.**

**General information about Terre des hommes Albania and Kosovo**

Terre des hommes Mission in Albania and Kosovo is a non-profit making organization that has been operating for over 15 years in the field of child rights and child protection, leading the establishment and strengthening of a national child protection system in Albania and Kosovo. Tdh works with several partners at the national and local level to ensure qualitative protection services and promoting social inclusion of the most vulnerable children and communities. The Case Manager Officer is a key function that ensures that the case management methodology with children at risk of abuse, exploitation and trafficking, affected by migration or in contact with the law are protected, re/integrated or empowered. In this framework Tdh Albania is aiming to recruit a Case Management Officer with the following main responsibilities and tasks.

**ESSENTIAL JOB FUNCTIONS:**

* Responsible for the development and implementation of a Case Management Framework document for Tdh Albania programme staff and partners, in line with child protection and welfare CM principles and approaches, to guide the work and responsibilities of Tdh staff and partners in the case management practice;
* Contribute through technical expertise to improve the quality of the case management practice conducted by child welfare professionals such as child protection workers, case managers, social workers, psychologist periodically assess the outcomes of the practice on children and families;
* Deliver regular coaching and mentoring sessions for the child protection professionals in the operational areas of Tdh through applying the Coaching and Mentoring Framework of Tdh Albania & Kosovo and its tools;
* Provide technical support and guidance to the child protection and welfare service providers and partners in managing particularly difficult cases;
* Provide direct support on specific emergency cases, as necessary and follow up on various cases of children with specific health and psychological issues, in coordination with Tdh staff and partners;
* Coordinate the initial orientation of new Child Protection Workers(CPW) in collaboration with other team members;
* Identify the needs for additional support and capacity strengthening of the child protection and welfare professionals and develops and/or delivers plans for addressing the gaps and challenges of the professionals;
* Develop case studies, evidence based assessment reports, situational analysis and draft policy papers that enhance the organizational advocacy interventions in the area of case management for child protection and welfare services;
* Liaise with local, national and international stakeholders to enhance partnering opportunities in the area of responsibility and contribute to the overall advocacy agenda of the organization;
* As the named Focal Point , the Case Manager Officer is responsible for the Child Safeguarding Policy of Tdh Albania –duties under this responsibility are detailed separately in the CSP;

**Qualifications and experiences**

• A Bachelor degree in Social Sciences (Social Work or Psychology), Post graduate degree in Social Work and Social Welfare studies is preferred;

• Good knowledge of the legislative framework, and national policies and strategies related to case management, including on child protection, social inclusion and social services, children affected by migration or in contact with the law;

• Minimum 5 years of relevant work experience in case management, preferably in an NGO/international organization setting;

• Previous work experience with vulnerable children and youth at risk of migration, children in contact with the law or at risk of abuse, exploitation or trafficking;

• Experience in capacity building of professionals, in particular coaching and mentoring for child protection professionals;

• Willingness and flexibility to travel in the field;

• Understanding and commitment to the aims and objectives of Terre des hommes and children’s rights in Albania;

• Fluency in English and Albanian is required for this position;

The Case Management Officer will conduct his/her duties in respect of Child Safeguarding Policy and the Convention of the Rights of the Child subscribed by Terre des hommes.

**CONTACT: *Interested applicants should submit a CV and a cover letter by September 07, 2018 to*** [**recruitment@tdhalbania.org**](mailto:recruitment@tdhalbania.org)

\*Please include **“Application for the Case Management Officer ”** in the subject line.

*\*\* Please note that only the shortlisted candidates will be contacted.*