

VACANCY ANNOUNCEMENT	...
TITLE OF THE POST	MOSAIC Technical Assistant
PROJECT TITLE	Strengthening the Lebanese Institutions and support to the Most Vulnerable Groups at Local Level (AID 9371) - "MOSAIC" Programme
DONOR	Ministry of Social Affairs (MOSA), in the framework of MOSAIC Programme (AID 9371)
DUTY STATION	Beirut (Lebanon), Programme's premises (Badaro) <u>with frequent displacements throughout Lebanon</u>
DATE OF ENTRY ON DUTY	November 1 st , 2015
DEADLINE FOR APPLICATION	October 30th, 2015. The application file consist in a CV in English (EU format) and a Cover Letter in English. Candidatures must be sent by mail to the following address, mentioning in the object field the vacancy's code: fkarami@data2.dm.net.lb - copying: raghidanehme@hotmail.com
DURATION OF APPOINTMENT	6 months, renewable

Introduction

MOSAIC Programme's four components (Results 1 to 4) display a unique, coherent thread, which is the support to the overall system of child development and protection in Lebanon, made up by the whole set of policies, instruments, experiences and capacities which are available to address the stakes that are posed by the 1989 Convention on the Rights of the Child and monitored by the Geneva Committee on the Rights of the Child.

The Programme has thus an essential policy focus, which aims at contributing to the enhancement of the national system of protection of the children status, safety and rights, by establishing an essential prevention approach.

The Programme displays an articulated approach, child-centered and innovative; it is strongly based on communication and on the dissemination of best-practices emerging from national and regional contexts. It ultimately aims at developing, together with the children themselves, a positive and constructive vision of their involvement in social life and local governance.

Terms of reference: role and duties

Within the above-mentioned overall framework, the Ministry of Social Affairs, under its own direct supervision, will hire a Technical Assistant that shall support the smooth implementation of the activities stated in the Programme's working plan (General and Six-months Operational Plans – GOP and SOPs).

In particular, the Technical Assistant shall undertake the following tasks:

- 1- To support the implementation of the Programme's activities, accordingly to the GOP/SOPs provisions by supporting the Programme's Steering Committee and the Minister representative in carrying out Children Rights coordination and participation activities within and by the Mosaic Programme and with the other main Programmes towards Children Rights, e.g. SDCs and National Plan.
- 2- To enhance overall Programme's coordination and synergies/linkages among the various components and facilitate the foreseen gathering of all Mosaic services in one unified space and promote their articulate complementarity

- 3- With particular reference to the "Child Friendly Cities" (CFC) component, to provide on-site technical assistance to the partner Municipalities,
- 4- To assist the MOSA responsible for the Programme in the preparation of all the needed technical and administrative documents and in the development of methodological documents that can support the capitalization of the Programme's approach.
- 5- To display an active role on communication issues.

Requirements

The candidate is of Lebanese nationality and holds the following requirements:

Mandatory

- University Degree (5 years or equivalent), in International Relations, Development Cooperation, Sociology, Political Sciences, or related field.
- Minimum of 2 years of proven experience in the management of, or support to, social development programmes. Previous experience in child protection/participation is a must.
- Fluent oral and written Arabic and possibly Italian in order to optimize the interaction with Italian experiences. Effective oral, written and reporting skills, in English and/or French.

Preferential

- Proved ability and availability to work cooperatively with team members and external partners.
- Capacity to deal with sensitive negotiation processes on financial and technical issues.