



Child Protection Officer

Date: 11th June 2025

We are currently recruiting a Child Protection Officer position, directly reporting to Protection Program Manager.

This position is based in Rakhine State, 80% travel to implementation areas.

At Relief International, we are committed to building a representative, inclusive and authentic workplace. We strongly encourage applications from candidates from minoritized backgrounds those who bring lived experience of the contexts in which we work.

We are proud to be a global recruiter, hiring people from around the world. We offer competitive salaries and benefit packages for all staff, that are applied fairly and transparently. This means we are unable to advertise the salary as it is dependent on the local job market of the staff member, we will inform shortlisted candidates of the salary range as part of the selection process.

About Relief International

Relief International (RI) works in 15 countries globally to relieve poverty, ensure well-being and advance dignity. We specialize in fragile settings, responding to natural disasters, humanitarian crises, and chronic poverty.

Main purpose of the role

The Child Protection Officer is responsible for the day-to-day implementation of child protection prevention, response, and risk mitigation interventions in targeted township.

Your role will be to provide routine close implementation support in the form of on-the-job mentoring to the CP assistants and Incentive Workers, to participate in CP project development, to conduct coaching and supervision with the local CSOs/CBOs, manage complex cases with the support of the Protection Program Manager, ensure MHPSS activities are properly conducted in the CFS or similar platform, and to coordinate interventions at grassroot level across RI's programs and with external actors.

You will ensure the CP program implementation adheres to the Minimum Standards for Child Protection in Humanitarian Action, the Inter-agency guidelines for Case Management and Child Protection and other SOPs and field manuals. You will promote and uphold the RI's values, policies and procedures at all time.

Key Responsibilities

Accountability and Complexity

- Implements child protection prevention, response and risk mitigation activities.
- Develops weekly project work plan and budget jointly with the CP-Assistant and incentive workers.
- Works as a CP-Case management supervisor and provide coaching and supervision to the CP-case worker and incentive workers.
- Directly handles complex child protection cases with the support of the Protection Manager.
- Ensures that CFS activities are age and gender appropriate, and that quality and timely MHPSS activities in an inclusive manner are organized.
- Ensures that child protection incidents including grave violations against children are reported based on the ISP, and are responded on time.
- Ensures that persons/children with disabilities are fully participated in the program implementation.
- Ensures that Child Protection data is protected as per the RI's Data Protection Policy, CM-SOPs and other data protection protocols.

- Ensures that local ownership of the CP program is upheld and promoted.

Program implementation

- Provides technical and administrative support to the CP-Assistant and Incentive Workers to implement the weekly work plan, participate in the joint implementation of the work plan on CP prevention, response and risk mitigation activities.
- Provides a day-to-day support for the implementation of the case management, and directly manage high level cases.
- Ensures that CP referral pathway is appropriately followed during referral of cases.
- Provide regular technical support and inputs to community-based structures for the implementation of the child protection activities, and closely monitor the appropriate use of the inputs provided.
- Ensures that parents' and community meetings are conducted and parents and communities understand and adapt positive parenting practices.
- Provides timely, adequate, age and gender appropriate MHPSS service to children and families.
- Ensures that PSEA, MRE, victim support and disability inclusion are adequately integrated throughout the implementation of the CP activities.

Supervision and teamwork

- Undertakes regular supervision of activity implementation in the villages, camps/sites and other locations.
- Ensures that work plans are developed jointly and field visits are coordinated and jointly undertaken.
- Ensures that team's workflow considers duty of care.
- Ensure the participation of the team in developing field manuals, IEC materials, etc.
- Works closely and with integration and coordination with the GBV team and the health unit

Capacity building

- Jointly with the Protection Manager and the local CSOs, draft staff capacity development plan
- Implements the capacity development plan
- Provides training, coaching sessions and on-the-job mentoring to CP Assistants, CPG, case workers and incentive workers on a timely basis, and facilitate training to mainstream CP in other RI's sectors.

Partnership and Coordination

- Ensures that protection focal points, incentive workers and CBOs/local CSOs are identified, selected and trained/coached.
- Ensures that the RI-CSO partnership work plan to localize the child protection intervention is adequately and timely implemented.
- Ensures that local partners have adhered to the PSEA and child safeguarding policies and incorporated these policies into their organizational system.
- Provides technical support for the active participation of community-based structures such as protection focal points, incentive workers, local CSOs/CBOs, child protection committee/groups, camp/site leadership, village leaders and religious leaders.
- Participates in coordination platforms at township level
- Represents the Child Protection program in external meetings at the township level.

Monitoring, Evaluation, Accountability, Learning and Reporting

- Organizes weekly project team meeting to review project implementation, identify lessons, gaps and emerging needs.
- Integrates PSEA and CFRM in the work plan and follow up the implementation.
- Conducts/participates in the regular activity and indicator progress monitoring
- Provide input (e.g., case stories, photos, narratives) in the technical progress and final reports and share with Protection Program Manager and MEAL unit

- Participates in regular assessment and supports internal/external monitoring visits and evaluations, as required.
- Verifies project data and ensures that CP database (e.g., activity tracker, training records, CFS registration books, etc.) are complete and clean.
- Assists the Protection Manager with periodic reporting & ad hoc updates as required.

Behavior and conduct

- Ensures that behavior inside and outside of work promotes the values in RI's code of conduct and safeguarding policies
- Acts with integrity and holds themselves accountable for being respectful, inclusive and professional
- Reports any concerns

About You

You will bring the following experience and skills

Essential:

- University degree in Social Work, Psychology, Human Rights or other relevant fields
- Proven direct experience on child protection and MHPSS including CP-case management
- Proven experience in strengthening Community-Based Structures
- Strong experience in managing static/mobile child-friendly spaces
- Proven experience on Mine Action (MRE, victims support including referral)
- Proven experience in facilitating training, coaching and mentoring staff on child protection
- Experience on MRM, protection monitoring and reporting
- Effective time management and ability to meet tight deadlines.
- Excellent interpersonal skills with ability to communicate and negotiate clearly and effectively
- Ability to work under limited supervision and in a multi-task and high-pressure environment.
- Good command of MS Word, Excel, PowerPoint, emails, internet.
- Familiarity with key international standards for humanitarian interventions (e.g. Minimum Standards for Child Protection in Humanitarian Action, IASC Guidelines on Case Management and Child Protection, Guidelines for Integrating GBV Interventions in Humanitarian Settings, Inter-agency Guidelines on MHPSS, and PSEA).
- Ability to communicate with English & Myanmar languages.

Desirable criteria

- Knowledge of Rakhine language.
- Familiarity with CPIMS+

Research shows that women and those from marginalized ethnic groups are less likely to apply to jobs, unless they meet every single requirement. If you're excited about this role, but your experience doesn't align with every criteria described, we encourage you to apply anyway, you could be exactly what we need!

How to apply : To apply for this post, click on the "[link](#)" button in the job advert page and send to hrrmm@ri.org, quoting "Child Protection Officer, Rakhine State" in the subject line.

Closing date: 25th June 2025

- You will be asked to upload a CV and Cover Letter.
- The cover letter should be at least one page; three references check person with current supervisor and explain why you are interested in this post with Relief International and how your skills and experience make you a good fit.

As a humanitarian organization, Relief International is committed to the safeguarding of all those we come into contact with through our work. We are committed to the core humanitarian principles regarding prevention of sexual exploitation and abuse. Relief International expects all staff and volunteers to share this commitment and uphold the values and behaviors outlined in the Code of Conduct.