

## **Regional Partner Safeguarding Advisor, ASIA**

<b>Job Title:</b> Regional Partner Safeguarding Advisor - ASIA	<b>Reports to:</b> Deputy Regional Director/Operations
<b>Department:</b> 325. Regional Leadership - Indirect	<b>Salary Grade:</b> 10

### **About CRS:**

Catholic Relief Services is the official international humanitarian agency of the Catholic community in the United States. CRS works to *save, protect, and transform* lives in need in more than 100 countries, without regard to race, religion or nationality. CRS' relief and development work is accomplished through programs of emergency response, HIV, health, agriculture, education, microfinance and peacebuilding. In ASIA region, CRS works in the following countries: Cambodia, Laos, Vietnam, Myanmar, The Philippines, Indonesia, Timor-Leste, Micronesia, India, Nepal, Bangladesh and other outreach countries.

### **Job Summary:**

In 2022 CRS rolled out an agency wide global Partner Safeguarding Policy and Procedure, which aims to ensure that all partners with whom CRS works with meets safeguarding minimum standards within specified timeframes. The Asia Regional Partner Safeguarding Advisor will be responsible the provision of capacity building and technical guidance to Country Programs and partner organisations in the Asia region, in line with CRS principles and standards, donor guidelines and industry best practices.

### **Roles and Key Responsibilities:**

- Deliver interactive online and in-person trainings to country program partner safeguarding focal points and other relevant country program and regional staff on CRS' partner safeguarding approach, system, and tools
- In coordination with the regional and sub-regional offices, monitor adherence to the of partners to safeguarding minimum standards.
- Act as a liaison between the Ethics Unit and the region/Country Programs on partner safeguarding
- Participate in coordination meetings and a global community of practice (lead by the Ethics Unit) alongside the other regional partner safeguarding advisors.
- Provide ongoing and ad-hoc remote and in-country technical support to Country Programs, in particular to Partner safeguarding Focal Points, and directly to partners when needed on partner safeguarding (e.g. support in adapting and reviewing training materials and tools, co-facilitate safeguarding trainings for partners, review of policies and procedures)
- Design new or adapt/contextualise existing tools, resources, and training curricula, as needed and in consultation with the Ethics Unit and other relevant technical departments
- Establish and lead a regional community of practice on partner safeguarding for all Country Program Partner Safeguarding Focal Points to support learning and experience sharing across Country Programs in the region

- Review project proposals when relevant and needed
- Coordinate and collaborate with the regional Caritas office (Caritas Asia), peer/donor agencies, and/or other stakeholders on safeguarding support to partners
- Oversee partner safeguarding compliance reporting, with support from Ethics Unit Safeguarding Advisors, including quality control and providing technical guidance and support to field staff
- Share new partner safeguarding resources, industry guidelines, learning initiatives and policies with relevant and interested regional and Country Program staff. Contribute to raising broader staff awareness of the meaning, importance of, and approach to partner capacity strengthening in safeguarding
- Coordinate with relevant regional teams, including regional Technical Advisors, regional compliance unit, DRD Operations, DRD PQ regarding partner safeguarding support to ensure complementarity in effort

**Preferred Qualifications:**

- Preference for candidate with extensive work or life experience in Asia, based in a country in Asia where CRS has an office"

**Basic Qualifications:**

- Minimum of five years of experience in the humanitarian or development sector
- Minimum of three years of experience in the field of protection or safeguarding
- Minimum of three years of experience in training and/or partnership capacity building including the design and delivery of systems and trainings
- Experience facilitating collaboration between partners and different departments and country programs

***Education and Experience***

- University degree in Social Work, Development, Project Management, Organizational Development, Psychology or Public Administration
- Master's degree in a relevant field preferred

**Language:** Proficient writing and speaking in English required

**Travel** – up to 30% in any one calendar year

***Knowledge, Skills and Abilities (SKAs)***

- Promotes the integration of a survivor centred approach in all areas of their work
- Contributes to safeguarding risk assessment and mitigation strategies in relation to areas of their work
- Promotes widespread awareness and where applicable, use of safeguarding reporting channels throughout their work
- Knowledge of industry safeguarding/sexual exploitation and abuse principles and standards
- Excellent interpersonal, communication, representation, and networking skills

**Agency REDI Competencies (for all CRS Staff):**

Agency competencies clarify expected behaviors and attitudes for all staff. When demonstrated, they create an engaging workplace, help staff achieve their best, and help CRS achieve agency goals. These are rooted in the mission, values, and guiding principles of CRS and used by each staff member to fulfill his or her responsibilities and achieve the desired results.

- **Personal Accountability** – Consistently takes responsibility for one's own actions.
- **Acts with Integrity** - Consistently models values aligned with CRS Guiding Principles and mission. Is considered honest.
- **Builds and Maintains Trust** - Shows consistency between words and actions.
- **Collaborates with Others** – Works effectively in intercultural and diverse teams.
- **Open to Learn** – Seeks out experiences that may change perspective or provide an opportunity to learn new things.

**Agency Leadership Competencies:**

- **Lead Change** – Continually looks for ways to improve the agency through a culture of agility, openness, and innovation.
- **Develops and Recognizes Others** – Builds the capacity of staff to reach their full potential and enhance team and agency performance.
- **Strategic Mindset** – Understands role in translating, communicating, and implementing agency strategy and team priorities.

**Supervisory Responsibilities:**

- Potentially interns/volunteers

**Work Conditions/Environment Conditions:**

- This is a remote position; CRS will give preference to candidates who are based in countries within Asia where we have existing offices. CRS does not sponsor visas for remote employees.

*Disclaimer: This job description is not an exhaustive list of the skill, effort, duties, and responsibilities associated with the position.*

**CRS' talent acquisition procedures reflect our commitment to protecting children and vulnerable adults from abuse and exploitation.**

**CRS is an Equal Opportunity Employer**