## Date13/10/2020

## AID & Humanitarian Staff





All boys and girls deserve the best opportunity for their future they could have. For that reason, we are firmly committed to ensure that, apart from surviving they are able to develop their potential to a maximal degree.

We are brave in our ambitions and energetic in our demands; and we will make every effort to protect children around the world.

In Spain and in the whole world Save the Children is there, each and everyday that an emergency occurs.

Our programmes are pioneers in taking into account children's needs, making sure that they survive, learn and remain protected against violence. When an emergency occurs, we are the first ones arriving and the last ones leaving. We fight passionately to obtain and defend a space for children, making sure that their voices are heard and their needs are considered as a priority.

We are proud of being the world leaders in what refers to children's welfare, achieving visible and enduring results in the life of millions of vulnerable girls and boys. We protect children in order they can change their lives and the future we are building together.

## REFERENCE FOR THE POSITION: AID & HUMANITARIAN STAFF

GOAL	Contribute to ensure an effective management of the projects or/and scopes of action ( <i>Logistics and safety, Project cycle, follow-up and economic justification; MEAL, Quality, transverse themes</i> ) that will be under his/her responsibility; in order to guarantee the defence and protection of children.
Responsibilities	<ol> <li>Do the follow-up of logistics, staff, subject-matter and/or economic aspects of the ongoing projects, programmes or missions etc. ensuring the application of the guidelines established by donors and Save the Children.</li> <li>Support his/her immediate manager concerning the identification, planning and implementation of new assistance approaches with future donors, subject areas and social intervention.</li> <li>Asses and train the local counterparts in the Children's rights perspective, procedures, regulations, management of the cycle, making of reports and other subject matters.</li> <li>Participate in the updating of the safety plans and disaster management plans.</li> <li>Any other tasks in line with his/her professional category commend by his/her manager.</li> </ol>
REQUIREMENTS	
Training	<ul> <li>University degree, and postgraduate studies in International cooperation and/or humanitarian aid.</li> <li>Training or specific knowledge in management of projects in the field.</li> <li>Valued some knowledge in: Logistics and Safety, economical justification with European and/or international donors, and different subjects with a direct impact on children's rights and the development of children.</li> <li>Use of these tools at a professional level: Word, Excel, PowerPoint, Access</li> <li>REQUIRED be fluent in the following languages: Spanish, French and English.</li> </ul>
Experience	<ul> <li>Required an experience of at least 1 year in similar positions.</li> <li>Required some knowledge and experience in the logical frame and project cycle.</li> <li>Preferred qualification: experience in development cooperation programmes or humanitarian aid the field.</li> <li>Preferred qualification: experience in the Sahel.</li> </ul>
Skills	<ul> <li>Collaboration</li> <li>Results orientation</li> <li>Problem solving and decision making</li> <li>Adaptability and innovation</li> </ul>
Other	<ul> <li>Commitment and compliance with the values, vision and mission; Code of conduct and Safety protocol.</li> <li>REQUIRED: Certificate of absence of sexual offenses.</li> <li>REQUIRED Work permit for Spain</li> <li>VALUED: 33% of disability certified or belonging to other group at risk of exclusion.</li> </ul>

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