**Role Profile**

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| **Overview** | | |
| Role | Social Worker (Field based) | |
| Main Purpose | The main purpose of the role is:   * To conduct childcare reviews, counselling, other psychosocial activities and establishing the most appropriate interventions for each individual child that are line with their assessed needs in the context of Hope for Justice’s mission, policies, values and the laws of Uganda. * To trace for a child’s home, conduct pre-visits, resettlement, follow up visits and work with key actors (Probation and Social Welfare Officers, Community Development Officers, NGOs, Local community leaders, Religious institutions, Clan leaders etc). for sustainable reintegration. * Ensure quality documentation and reporting on the project * The Social Worker will work alongside the Line Manager, the Social Work Team and other staff to implement an effective Social Work Program that ensures appropriate care and support for children in the Karamoja Transit centre. | |
| Department | Programmes | |
| Location | Napak | |
| Reporting To | Director of Programmes | |
| **Key Result Areas** | | |
| * All children at the Transit Centre within 1 week to have their individual care plans drawn and on file. * Establish, maintain good working relationship with relevant stakeholders and work with them in wider community for professional reintegration of children and families. * Proper case management. All files are fully documented and securely kept. * All children who have stayed for over 6 weeks must be subjected to a care review and the actions implemented before the preceding care review. * All children are registered within 24 hours of arrival at the Transit Centre * All children at the Transit Centre receive a minimum of two 121 counselling sessions a month and they are documented on the child’s file. * Production of quality and timely weekly and monthly reports. * One successful story submitted each month. * Weekly case to case management to help traumatized children come to terms with realities of life depending on the child’s needs. * All the steps of the Reintegration SOPs are adhered to during case management/reintegration of children. * Participate in the delivery of life skills, group counseling and storytelling for purposes of building the children’s resilience to become responsible citizens. | | |
| **Main Duties** | | |
| * To assess children as they come into the Transit Centre and come up with an independent care plan for each individual child. * Documentation of child profile files and timely up-dates * To conduct both individual and group counselling sessions to all children at the Transit Centre * Conducting psychosocial activities such as interactive learning sessions, play therapy, life skills and documenting children’s stories. * Conducting childcare reviews on the Monthly basis in order to develop a detail care plan for each individual child. * Conducting home tracing/pre-visit, assessments, reconciliation and facilitating attachment * Participate in evaluation activities. * Proper case management * Communicate with children and other stake holders appropriately. * Represent the organisation where you are called to. * Conducting family preparations and re-unification of children and providing follow-up support after re-unification * Linkages and referrals for children and families that need them. * Compiling weekly up-dates, monthly, quarterly and Annual reports * Financial accountability for all the moneys received. * Administration of relevant project tools to the beneficiaries i.e. (MSC, IST, HVAT)   **General Duties**   * Understand and uphold the standards outlined in the Hope for Justice Safeguarding policies, acting with due care and attention to safeguard the wellbeing of anyone that comes into contact with our work and reporting concerns if they do arise * Undertake all activities in line with Hope for Justice core values of honoring, open, professional empowering, including promoting and advocating these to others. * Undertake any other reasonable duties as directed by Line Manager | | |
| **Soft Skills** | | **Technical Skills** |
| • Strong work ethic  • Excellent Communication and interpersonal skills  • Creative problem solving  • Ability to work under pressure & time management  • Teamwork  • Leadership  • Negotiation & conflict resolution  • Self-motivation  • Decisiveness  • Flexibility  • Commercial awareness  • Listening & providing feedback  • Collaboration  • Self confidence  • Relationship management  • Positive attitude  • Empathy  • Emotional intelligence | | * Excellent inter-personal and communication skills (presentation, report writing) * Experience in training * Good standard of ICT skills * Project management * Data analysis * Technical writing * Information security * Social media experience * Software proficiency * Administration * Documentation skills * Knowledge of both national and International laws relating to children. |
| **Experience & Education** | | |
| * Minimum of 3 years’ work experience working with vulnerable children in a social development position managing child welfare, protection, and counselling, case management and having experience in handling challenges associated with the children in vulnerable and violent circumstances. * A degree in one of the following fields Counselling, Community psychology, Social work and social administration. * Knowledge of both national and International laws relating to children. * Conversant on all matters of child protection and have a good track record on respecting and protecting the rights of children * Proficiency in Ngakarimojong language | | |