



JOIN OUR MISSION
FOR CHILDREN AT RISK
ON THE STREETS

PROJECT ASSISTANT

RAILWAY CHILDREN AFRICA - RECRUITMENT PACK

children RAILWAY
Fighting for street children



WE BELIEVE IN A WORLD WHERE NO CHILD EVER HAS TO LIVE ON THE STREETS

At Railway Children, we aim to reach vulnerable children found alone and at risk on the streets, and around railways, where they face abuse and exploitation.

They find themselves living on the streets because they've nowhere else to go and nobody to turn to.

We stand for children, their childhoods and their futures.

OVER 10,000 CHILDREN SURVIVE ON THE STREETS OF TANZANIA

We work in Tanzania, where children alone on the streets are frequently regarded by society as a nuisance that must be tolerated - a 'problem' rather than vulnerable children who desperately need help and support.

Many are treated as criminals and locked up with adults, where they are subjected to further violence and sexual abuse.

Our pioneering work enables us to get to children before the streets get to them.



OUR AIM FOR 2027 IS TO LEAVE NO CHILD BEHIND

Our new 2022–2027 strategy model focusses on four key action areas for change in order to protect the most vulnerable children, before, during and after they are alone and at risk on the streets:

1. Protecting vulnerable children and supporting their families.
2. Strengthening community responses.
3. Strengthening child protection systems and policies.
4. Invest in evidence building to establish programme models and practices that can be replicated.

At the heart of this is a focus and dedication to collaborating with others and the development of contextual safeguarding solutions, to protect all young people from harm and abuse.



WHO WE ARE



OUR VISION

We believe in a world where no child ever has to live on the streets.



OUR MISSION

Create and enable sustainable change for children living alone and at risk on the street.



OUR AIM FOR 2027

We will evidence and demonstrate, effective and sustainable safeguarding solutions for street connected children.

These Five Values
Guide Our Work



NEVER GIVE UP

Face challenges head on.



HAVE COURAGE

Push boundaries.
Think Big.



EARN TRUST

Be Honest. Always act with
Integrity.



SHOW COMPASSION

Respect and Dignity
for all.



NURTURE TALENT






Encourage growth.
Enable others.



OUR PEOPLE PROMISE

All that we can achieve as an organisation is only possible because we have dedicated, skilled and courageous people. Their tenacity, passion and compassion create a culture that enables us to deliver incremental value beyond the resources we could ever have available to us. We know this, we witness it every day and therefore we strive to create an organisation that values them and their contribution.

As we set out to achieve life saving change for vulnerable children, we make our people a promise:

-  We will ensure diversity and inclusion, following transparent, fair and rigorous recruitment processes that attract and encourage applications from a diverse range of candidates.
-  We will support new people to fully settle into their new role and our organisation by providing a structured induction and integration programme.
-  We will work with our people to identify their career and development goals and facilitate opportunities for growth.
-  We will develop and implement a wide range of initiatives that ensure that our people are well-managed, supported, cared for and feel valued, listened to and included.
-  When people leave, we will listen and learn and seek leavers to be ambassadors for Railway Children Africa.



THE ROLE

PROJECT ASSISTANT

Salary: Competitive
Department: Outreach Department
Location: Dar es salaam, Tanzania
Responsible to: Team Lead

JOB PURPOSE

Railway Children Africa (RCA) is looking for a dedicated Project Assistant to work in the capacity of an outreach worker to work with street-connected children and youth, children at risk and families by providing support services to promote their wellbeing. Additionally, the job entails working with the Social Welfare Department and other stakeholders in ensuring the provision of quality services.

The person will be required to work flexibly, to support street-connected children, youth and families to ensure their immediate needs are addressed and are supported while on the streets and within the community.

KEY RESPONSIBILITIES

- Conduct street outreach activities to identify, build rapport and refer children and young persons to safe places.
- Conduct assessments with individual children and young persons and develop care plans for implementation.
- Build positive relationships with street-connected children, young persons, and caregivers.
- Conduct life skills sessions for street-connected children and youth to facilitate behavior change.
- Liaise and coordinate with stakeholders with the intention of building a support network for project beneficiaries.
- Document progress and keep beneficiary case files updated with continuous follow-up information on children and families.
- Foster and manage linkages with stakeholders to enhance the support provided to project beneficiaries.
- Monitor the progress of project beneficiaries and provide timely support
- Facilitate access to livelihood, educational support, and micro credit and self-help groups for children and caregivers.
- Establish and maintain a strong working relationship with social welfare departments in Dar es salaam urban districts, and other community service providers to enhance service provision to children and families.

LINKAGES & NETWORKING

- Support networking and linkages with the social welfare department and other stakeholders to support in programme implementation.

GENERAL DUTIES

- Conduct yourself in accordance with the rules of the Child and Adult Safeguarding Policy and Code of Conduct in your personal and professional life – which includes reporting suspicions of child abuse or any other breach of these policies.
- Demonstrable commitment to and the ability to uphold and promote Railway Children's core values.
- Understanding of the importance of an organizational Code of Conduct and Safeguarding policy.
- Uphold and work within RCA's policies and procedures.
- Undertake any other duties, as appropriate to the post, as delegated by the line manager.

PERSON SPECIFICATION

We are looking for an experienced Project Assistant with energy, determination, passion and flair. As well as a proven track record of supporting vulnerable young people, your values will match ours. Bravery, innovation, honesty and integrity will be at the heart of everything you do.

EXPERIENCE:

- At one year of experience in a project Assistant role working with vulnerable children and families.
- A person who has experience and understanding of the Child Protection and Safeguarding process and can handle sensitive and confidential issues with tact and diplomacy.

EDUCATION:

- Diploma or bachelor's degree in social sciences, community development or equivalent from a recognized university;

KNOWLEDGE AND SKILLS:

- Strong relational and communication skills
- Non-judgmental and open-minded
- Ability to be creative and find positive solutions to problems.
- Knowledge and understanding of the issues facing vulnerable young people at risk in Tanzania

ATTITUDE:

- Solution-oriented and flexible attitude with the ability to work proactively and take initiative
- Ability to build strong team relationships.
- Possess the requisite empathy, compassion and passion to address the needs and challenges of working with children and Young vulnerable adults.



A GREAT PLACE TO WORK

Railway Children Africa is an International NGO registered in Tanzania, no. 1563, as an affiliate of our parent company Railway Children UK.

Railway Children has been working in Africa for over 10 years. We continually strive to provide a positive work environment for all our employees.

This is an exciting time to be joining Railway Children Africa.

In the next five years we have exciting plans to upscale our work dramatically.

If you would like to be part of this exciting journey, we'd love to hear from you.



STILL INTERESTED?

HOW TO APPLY...

To apply for this position, please complete the application form and return it to **jobs.mwanza@railwaychildren.or.tz** Please include job title applied for in email subject. Please note that Railway Children will only accept applications made using this application form and will not accept CVs, academic certificates or covering letters.

At Railway Children, we are committed to the safeguarding and protection of all those who come into contact with us in our work. We follow a range of procedures to ensure that only those who are suitable to work with children and vulnerable people are recruited to work for us. This post is subject to a range of background and reference checks including criminal records check.

Due to the number of applications often received, only those to be invited for interview will be informed of the outcome of their application.

Applicants who have not heard within two weeks of the closing date should assume they have been unsuccessful.

Closing date: 19th May 2023.

THANK YOU.