

## **Project Title: Creating Resilient and Accountable Child Protection Systems for Vulnerable Children (CREATE for Children)**

---

### **Position Title: Project Manager**

**Position Summary:** The Project Manager will oversee overall project implementation, monitoring and evaluation; provide technical guidance in the achievement of project deliverables based on the approved contract with ACT CoS; supervise the Area-Based Coordinator; manage risks; and engage project partners to achieve the intended outcomes of the project

### **Key Functions and Responsibilities:**

Working under the direction of ECPAT Ph Executive Director:

Coordinate and ensure implementation of the project and that deliverables are fully accomplished to include:

- Developing detailed project plans, ensuring resource availability and allocation and delivering every project on time within budget and scope;
- Coordinate and conduct of awareness raising among target communities and schools;
- Represent the project among stakeholders in the areas covered by the project;
- Coordinate the lobby and advocacy activities to ensure the enactment of legislation and /or policies to protect children and young women against gender- based violence;
- Lead children and youth in organizing campaign activities against gender- based violence;
- Coordinate the conduct of capacity building activities for stakeholders;
- Establish community-based mechanisms on how to sustain the project and recommend changes or alternative plans to enhance implementation of the project;
- Manage the day-to-day operation of the project;
- Monitor all activities in accordance with the project timeline;
- Manage and facilitate meetings related to the project;

### **Core Competencies and Qualifications**

- Education: Bachelor's degree in social work, Community Development, Development Communications or other allied disciplines; a Masteral Degree would be an advantage
- Skills set and experience: At least five years experience in a senior post managing key personnel preferably from a local or international NGO with a child rights/child protection program; engagement with donors in all aspects of project management; solid technical and working knowledge about child rights, child protection, sexual exploitation of children; strong training and



## Ending the Sexual Exploitation of Children

---

advocacy background and experience; financial oversight and monitoring; strong presentation and technical writing skills; strong coordination and communication skills

ECPAT Philippines' vision and mission has a zero tolerance towards sexual exploitation and abuse and sexual harassment of beneficiaries. Protection from sexual exploitation and abuse, and sexual harassment is everyone's responsibility, and all staff, volunteers, interns, partners, and sub-contractors are required to adhere to the Code of Conduct that enshrines the principles of PSEAH at all times.

**The Program Manager will hold office primarily in Quezon City, but is expected to report frequently to the project site in Angeles City, Pampanga.**

**Remuneration: range of Php 30,000.00 to 35,000.00**

**Application Deadline: December 8, 2023**

*(Please submit your CV and Letter of Intent addressed to the Executive Director, Ms. Ana Maria Dionela on or before the abovementioned date)*

**Project start date: January 2024**