



ROLE SPECIFICATION: SOCIAL WORKER – OLTUROTO CHILDREN'S VILLAGE (OCV)

Nanga is a registered Non-Government Organisation in Kenya, registered by the NGO Coordination Board under registration number OP. 218/051/2009/0259/5860 and which is exclusively funded by Kickstart Kids International Limited in Australia and Kickstart Kids International (UK) (Collectively referred to as “Kickstart”). Nanga, in partnership with Kickstart, is focused on raising, mobilizing and disbursing funds and other resources for the promotion of the organizational objectives

Nanga’s mission is *“To work with impoverished communities in sustainable ways to kickstart the lives of orphans and vulnerable children.”* This is achieved through four pillars:-

| Family | Community | Sustainability | Integrity |
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| Recognising that the best environment for a child to grow up in is a true family environment. | Working in partnership with local communities to deliver projects that benefit the whole district. | Providing environmentally and financially sustainable programs that empower kids in the long term. | Keeping the kids at the centre of everything we do. |

Nanga values openness, transparency and equality in all its dealings with the local communities we serve and partners we work alongside.

OLTUROTO CHILDRENS VILLAGE

Olturoto Childrens Village (OCV) is a **TRANSITIONAL HOME** for orphaned and vulnerable children which opened its doors on 26 June 2014 to eight girls. OCV’s model of care is based on providing quality family based care on a transitional basis. The children are admitted into OCV for a period of approximately one year. During their stay at OCV, the children live in a three bedroomed house set up to run as a family with one adult taking care of a maximum of eight children per house. The maximum capacity for the site will be 32 children housed in four different houses.



Two of the 32 beds will be kept vacant for emergency cases. Our current capacity is 16 children. However, this is expected to grow in the coming year to 32.

As such, we are seeking to recruit an experienced Social worker to apply his/her professional skills under the guidance of the Programme Manager and provide social services and assistance to improve the social and psychological functioning of children and their families at OCV leading to successful reintegration. Further details are as below.

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| Education/ Qualifications | <ul style="list-style-type: none"> • Degree in Social Work from a duly recognized university or related area with at least 3 years of relevant experience working in a Charitable Children's Institution(CCI) <p style="text-align: center;"><u>OR</u></p> <ul style="list-style-type: none"> • Diploma in Social work with over 5 years of relevant experience working in a Charitable Children's Institution(CCI) |
| Experience | <ul style="list-style-type: none"> • Relevant as above experience working directly with vulnerable children. • Experience of preparing children and families for reunification and supporting them as they transition into reintegration • Development and implementation of Child Protection and case management processes |
| Skills/Abilities/Knowledge | <ul style="list-style-type: none"> • Deep knowledge of the Children's Act and other related legislation in Kenya • Ability to work with children, families and communities from all backgrounds and to be empathetic • A wide understanding of the issues surrounding vulnerable children • Ability to prioritise work and meet deadlines |



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| | <ul style="list-style-type: none"> • Pro-active in developing new opportunities and an excellent networker • Computer literate and proficient at using email as a primary method of communication • Strong written and verbal communication skills and fluency in Kiswahili and English • Ability to present progress reports and updates to the management team |
| Motivation/ Outlook | <ul style="list-style-type: none"> • Highly passionate about child care and children rights • Resolute and committed to achieving high quality standards of care • Well organised, self-directed, flexible and committed to achieving high standards • Results-oriented with the ability to be creative and innovative • Willing to work long hours including some weekends |

All Nanga staff are expected to work in the following manner:-

1. Work within the framework of OCVs core values, promoting its ethos and mission statement.
2. Work towards achieving programme objectives.
3. Ensure familiarity with and adhere to all OCV policies and procedures.
4. Undertake and apply learning from appropriate training and development programmes.
5. Undertake the role in a manner appropriate to the cultural context and within the local legal framework.

Interested candidates must fill out the application on the Kickstart Kids website. And submit the duly filled form, a cover letter and their CV's to info@kickstartkidsinternational.com or drop them at our Olturoto Children's Village by COB on the **15TH NOVEMBER 2016**. Candidates must provide their current salary and expected salary in their application letter.



REQUIRED: Valid Driving License with experience driving a manual vehicle and Certificate of good conduct.

***The ideal candidate must be willing to reside at Olturoto Children's Village or as close as possible.**

Nanga Organization is an equal opportunity employer. No canvassing allowed.



JOD DESCRIPTION - SOCIAL WORKER

Job Title: Social Worker – Olturoto Children’s Village (OCV)

Reports to: Programme Manager

Responsible for: House Parents/Care givers

Duty Station: Olturoto – Kajiado North

JOB PURPOSE

The Social Worker will apply his/her professional skills under the guidance of the Programme Manager and provide social services and assistance to improve the social and psychological functioning of children and their families at Olturoto Children’s Village. The social worker will also be expected to maximize the family well-being and the academic functioning of children, be an appropriate role model for children in care and create and maintain an atmosphere which is beneficial to the physical and emotional health of all the children at OCV.

The Social Worker will actively contribute in guiding and directing the children in care, participating in the assessment of the progress and problem of each child. He or She will work collaboratively with the Programme Manager and other team members to assess and evaluate the needs of children and their families and prepare children and their families for their transition into reintegration whilst promoting family engagement in case planning.

Duties and responsibilities

Working in the Best Interest of the Children

The Social Worker must ensure that all his/her actions and decisions as an employee of OCV are undertaken in the Best Interest of the children.

Social Work and Reintegration

- Facilitating the identification and admission of children to Olturoto Children’s Village (OCV) and school placement thereafter
- With input from other staff, conducting child care reviews on a 6-weekly basis to determine the future care plans for each child



- Holding regular one-to-one sessions with each child to understand their psychosocial wellbeing and help them work through issues around their care and determine the child's perception of future reintegration with their family
- Scheduling and implementing regular preparatory and follow-up visits to families, schools and other partner institutions to inform future care plans for each child..
- Maintaining and regularly updating children's case files and data bases. The social worker must ensure confidentiality of each child's case through only necessary discussion at appropriate time and place and with appropriate persons.
- Developing and maintaining therapeutic relationships with the children and their families that are responsive to their needs and are in accordance with the development of a comprehensive diagnostic evaluation leading to reintegration
- Conducting tracing and home visits with the aim of assessing and preparing the children and families for reintegration
- Promoting the growth of parents/guardians-children relationship as indicated by the diagnostic evaluation.
- Assisting in the implementation of the family empowerment programme whose aim is to strengthen the families to enable reintegration
- Submission of regular reports and statistics related to the children and their welfare as will be specified
- Performance any other relevant duties as maybe assigned

Child Protection and Care

- Adhering to and enforce the child protection policy whilst observing the organization's code of conduct, always placing children's best interests at the centre of decision-making processes
- Providing for the safety and wellbeing of the children in care through the judicious use of discipline, therapeutic crisis intervention, knowledge and supervision of their whereabouts.
- Providing psychosocial support to children through a range of methods, both individually and as a group, including those which are creative- and recreational-based
- Fostering the growth and development of each child in care through counseling and encouraging them in matters of personal conduct, hygiene, appearance, social skills, school, routines and work habits.
- Inculcating positive self-concept in the children through encouragement in all activities.



- Providing for the recreational needs of children by planning, supervising and participating in leisure activities both within and away from OCV, keeping in mind the social, vocational and cultural needs and interests of each child in such planning.
- Assisting the Programme Manager in organizing meetings with parents and children. Further, consulting with parents, teachers, and other school personnel to determine causes of problems such as truancy and misbehavior, and to implement solutions.
- Working under Programme Manager to facilitate the daily activities OCV.

Team Work & Networking

- Attending all required local network meetings, trainings and staff meetings
- Participating in additional meetings as assigned.
- Working collaboratively with all staff within programmes team as well as colleagues in other departments
- Engagement in community outreach programmes within Olturoto regarding issues including education, poverty, unemployment, substance abuse, physical abuse, rehabilitation, social adjustment, child care, and/or medical care.
- Working with other programme staff members to plan and execute internal controls measures



KEY PERFORMANCE INDICATORS

Pillar One: Improvement of Family Relations and Dynamics

| Overall Objective | Rates of Improved Family Relations and Dynamics |
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| Specific Objectives | <ul style="list-style-type: none"> • To enhance existing bonds between the child and family members. • To conduct family therapy in cases where there is shock and trauma. • To mediate between family members in cases where there is conflict. |
| Outcome | <ul style="list-style-type: none"> • The child feels more secure to stay in the home environment. • Emotions of family members are stable. • The level of conflicts among family is reduced |
| Outcome Indicators | <ul style="list-style-type: none"> • Duration a child stays at home during visits and the number of times a child requests to visit their family voluntarily. • Levels of emotional independence and interdependence among family members. • Capacity of family members to solve problems whenever they arise. |

Pillar Two: Outreach to the Local Community

| Overall Objective | Rates of outreach to the local community |
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| Specific Objectives | <ul style="list-style-type: none"> • To Involve the community in child protection and advocacy • To organize child protection workshops/trainings for opinion leaders in community. • To promote inclusivity through community activities like health clinics, sporting events etc. |



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| | <ul style="list-style-type: none"> To network with local organizations in promoting child protection. |
| Outcome | <ul style="list-style-type: none"> Target members of community's attendance and participation in clinics advocacy activities. Community's capacity to speak openly discuss children's rights during and after workshops organized by OCV. |
| Outcome Indicators | <ul style="list-style-type: none"> Proportion of sense of ownership of OCV activities by the local community. Proportion of target community leaders' willingness to speak out openly and to present cases of vulnerable children in their localities to OCV and the local authorities. Knowledge of local actors like CBOs, FBOs, NGOs, CClIs etc and their interests in child protection. |

Pillar Three: Integrity in Providing Services to Beneficiaries OCV

| Overall Objective | Rates of Integrity in Providing Services to Beneficiaries OCV |
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| Specific Objectives | <ul style="list-style-type: none"> To provide proper nutrition to the children by ensuring that they eat a balanced diet. To provide proper healthcare to all children in OCV. To provide psychosocial support to all children in OCV. To facilitate all the children in accessing quality education To reintegrate children on a case-by-case basis. |
| Outcome | <ul style="list-style-type: none"> Children are healthy due to proper feeding. Children are psychologically stable after attending counseling sessions. |



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| | <ul style="list-style-type: none"> • Diseases are less manifest in children due to prompt and quality medical interventions. • Children are literate as per their placement in class at school. • Children are reintegrated based on the conduciveness of their home environment. • Reintegration is done in the “Best Interest of the Child.” |
| Outcome Indicators | <ul style="list-style-type: none"> • Proportion of children’s willingness to attend counseling sessions. • Proportion of children’s general psychosocial wellbeing. • Proportion of children’s improved performance in academic work. • Proportion of children’s improved performance in co-curricular activities. • Proportion of reduction of diseases among children. • Proportion of conduciveness of the home environment based on the willingness of family members to receive the child. |

Pillar Four: Innovation in Providing Services to Beneficiaries of OCV

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| Overall Objective | Rates of Innovation in Providing Services to Beneficiaries of OCV |
| Specific Objectives | <ul style="list-style-type: none"> • To integrate new knowledge learnt in protection of children with existing policies of OCV. |



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| | <ul style="list-style-type: none"> • To reduce costs and still provide quality service to children. • To introduce activities that will enhance physical growth and development of the children. |
| Outcome | <ul style="list-style-type: none"> • New knowledge in child protection is learnt by OCV caregivers and integrated in the policies of OCV. • Expenditure is reduced and quality service is maintained too. • The children learn, integrate and use knowledge learnt in new activities. |
| Outcome Indicators | <ul style="list-style-type: none"> • Proportion of integrating, sharing and implementing new and current policies of OCV. • Proportion of working together with the management on reducing expenditure. • Proportion of children's ownership of skills acquired in the new activities learnt. |