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ADOLESCENTS AND CHILDREN  
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EMPOWERMENT & VIRUS ELIMINATION



## JOB ADVERTISEMENT

### **Background information:**

Tumaini community services organization (TCSO) is an NGO which was founded by The Anglican Church of Tanzania – Diocese of Southern Highlands (ACT-DSH) as part of compliance due to the reviewed NGO policy and NGO Act No. 24 of 2002. It was registered on 15<sup>th</sup> August, 2019 with registration number 00NGO/R/0478. TCSO has its headquarters at Uzunguni area in Mbeya CC near Regional Commissioner's Office and Stanbic bank. It also has program offices in Mbeya DC, Mbeya CC, Mbarali DC and Kyela DC.

Tumaini Community Services Organization (TCSO) is a Non-Profit Organization enhancing wellbeing through spiritual and ministry services covering health, economic, environment, agriculture, education, water, and sanitation. TCSO envision a community that enjoys quality life and is free from diseases and poverty and committed to provide services to the people in need and advocate for justice in social structure.

### **Project Overview:**

TCSO has been sub awarded funding from Pact who received additional funding from Conrad N. Hilton Foundation (CNHF) to scale up integrated early childhood development (ECD) services in Tanzania by integrating early childhood care and development activities into Pact's ongoing, USAID-funded ACHIEVE project, which is implemented in partnership with TCSO in Mbeya DC, Chunya DC, Busokelo DC and Rungwe DC in Mbeya region. ACHIEVE uses a comprehensive, family-centered case management approach led by community-based case workers to provide a broad package of services to households with orphans and other vulnerable children in close coordination with the Government of Tanzania's health and social services and other service providers. With support from CNHF, Pact through her sub grantee, TCSO will build on the ACHIEVE platform to provide additional, critical early childhood care and development services to improve the well-being and future prosperity of infants and young children, focusing on the 4 councils of Mbeya DC, Chunya DC, Busokelo DC and Rungwe DC in Mbeya region.

We are looking for an enthusiastic, creative, energetic individual to fill the following vacant position funded by Conrad N. Hilton Foundation (CNHF).

<b>Project:</b>	Early Childhood Development Project
<b>Job Title:</b>	Early Childhood Development Officer (1 position)
<b>Reporting To:</b>	Program Manager
<b>Office Location:</b>	Mbeya CC
<b>Contract Duration:</b>	Renewable

**Position Purpose:**

The overall purpose of ECDO position is to provide strategic leadership and management of early childhood development activities integration into ACHIEVE household case management services. The Early Childhood Development Officer (ECD Officer) will work closely with a local government authority, community workers and existing ECD stakeholders in Mbeya DC, Chunya DC, Busokelo DC and Rungwe DC to ensure achievement of the objectives of the CNHF-funded activity. The ECD Officer will ensure the CNHF-funded interventions are implemented with high technical quality and are efficiently and effectively integrated with ACHIEVE project activities and platforms.

**Essential Duties and Responsibilities:**

- Coordinate on-ground identification, implementation, and monitoring of ECD activities to ensure quality delivery of CNHF-funded ECD activities and ensure implementation is integrated into the ACHIEVE case management platform and/or other suitable community platforms in the assigned councils.
- Work closely with CMO/CMCs to provide overall leadership, technical guidance, and management of Community Case Workers (CCWs), Lead Community Case Workers (LCCWs) and Community Health Workers (CHWs) as they deliver early childhood development services to ACHIEVE enrolled households.
- Disseminate guidance, standard operating procedures (SOPs), and other job aids to implement high-quality, age-appropriate services to children and caregivers in the assigned councils.
- Create community linkages for broader community engagement of parents/caregivers (at HH or group level) to strengthen nurturing care giving services to children under the age of 3 years old.
- Closely follow up to ensure that all referrals issued on health and social services are completed and beneficiaries receive appropriate services including support to children 0-3 with developmental delays, experienced abuse/violence, in need of nutrition support etc.
- Regularly monitor ECD data trends including following up with CCWs and data clerks to ensure consistent data reporting, conduct data analysis, visualization, and use data to improve project quality and implementation; proactively identify implementation challenges and help develop and implement practical solutions promptly under the technical guidance from Pact ECD team.
- Work in partnership with local government authorities and council level ECD stakeholders to ensure the designed ECD programming aligns with the government of Tanzania's guiding framework for providing a comprehensive and holistic package of early care and development initiatives.
- Conduct monthly supportive supervision and mentoring visits to all community case workers in the field to ensure activities and data reports adhere to guidance and SOPs and high-quality services reach the targeted children and caregivers.
- Conduct quarterly supportive supervision with local government authorities at the communities implementing ECD to assess program progress, provide technical support, draw best practices and addresses implementation challenges.
- Coordinate council level trainings to ensure efficient preparations and logistics are done on time and accordance to the guidance.
- Submit monthly written updates to the Program Manager showing monthly progress and allow troubleshoot of implementation challenges.
- Participate in local level meetings related to ECD to show case project work, ensure coordination, technical quality, and learning.
- Document and share lessons learned and best practices in ECD for experience sharing and replication.
- Perform any other relevant duties as assigned by the Program Manager.

## **Minimum Required Qualifications, Experience and Skills**

### **Education:**

- Bachelor Degree or higher; In Social Work or Public Health or Education, Community Development, Community Economic Development (CED), Early Childhood Development, may be considered.

### **Skills:**

- Strong technical knowledge of national ECD activities, guidelines, and policies, including the Go T's Nurturing Care Framework for caregivers and children ages zero to three years and the adapted Care for Child Development (CCD) package.
- Excellent written and oral communication skills in Kiswahili and English, including writing high-quality reports.
- Demonstrated ability to adapt policies, frameworks, and program analyses into actionable steps for community-level implementation that are appropriate for children and caregivers.

### **Experience:**

- At least 2 years experience in an ECD-focused field position.
- Experience in providing technical support on M&E-related matters remotely or physically including data monitoring, evaluation and reporting, data quality assessment, data analysis, visualization, and use for decision making.
- Experience creating strong working relationships with diverse stakeholders, including local government, CSOs, and community members.
- Experience in Home Based Care (HBC), National Integrated Case Management Systems (NICMS), PEPFAR OVC/MVC differentiated care of services etc. is preferred.
- Experience creating strong working relationships with diverse stakeholders, including local government, CSOs, and community members.
- Excellent written and oral communication skills in Kiswahili and English, including writing high-quality reports.

### **How to Apply:**

*For all interested candidates should submit their application letter and Curriculum Vitae before 17<sup>th</sup> March 2024 via [ajira@tumainicso.org](mailto:ajira@tumainicso.org) to: Executive Director.*

*For more information visit us: <https://tumainicso.org/>*

*NB: Hand delivery will not be considered*