



Vacancy Announcement

Job Description:

Company: International Medical Corps.

Job Title: Child Protection Coordinator

Contract type: Full time.

Duty Station: Damascus Main Office.

Number of Vacancies: 1.

Application Closing Date: July 31, 2026, 4:00PM.

1 JOB SUMMARY

International Medical Corps (IMC) provides stand alone and integrated community-based child protection services to crisis-affected populations, requiring a strategic and comprehensive approach to addressing child protection concerns.

The Coordinator, Child Protection, is responsible for oversight of multiple child protection programs, or a large program with multiple sites of operation. This role includes strategic planning, technical leadership, capacity building, support and supervision of staff, senior internal and external coordination and representation, proposal development and reporting.

To perform this job successfully, an individual must be able to perform each essential function with or without reasonable accommodation.

MAIN TASKS AND RESPONSIBILITIES

Strategic Planning

- Provide strategic direction and undertake analysis of child protection trends, gaps in services, and IMC's capacities to guide IMC's programming in country
- Contribute to IMC, national and inter-agency child protection strategies
- Lead child protection assessments as required, maximizing available sources of information and opportunities for coordination, and ensuring compliance with safety and ethical standards
- Identify and build strategic partnerships with international, national and local partners
- Ensure that programs are driven by the needs of children and youth, planned with community stakeholders, and aligned with MoSAL/DoSAL and WoS CP AoR
- Identify appropriate locations and orientation for services
- Develop concept notes/proposals/appeals as needed

Implementation and Capacity Building

- Work closely with the global Child Protection Advisor, country level senior management, and program team to achieve program goals
- Ensure adherence to IMC's Child Protection Minimum Standards, as well as relevant inter-agency guidelines and standards
- Oversee program interventions, including the establishment and delivery of focused child protection response services

- Build capacity of program staff/partners in relevant technical areas to deliver services and lead interventions
- Organize/support/facilitate technical training as needed, including Child Protection Case Management, Child Protection Minimum Standards, relevant Child Protection Standard Operating Procedures (SOPs) and Referral Pathways, Caring for Child Survivors of Sexual Abuse, Unaccompanied and Separated Children, Best interest Procedures
- Establish and monitor supervision and support systems for child protection case management services
- Strengthen integrated child protection interventions, functional internal referral pathways and linkages among all IMC sectors – health, nutrition, Mental Health and Psychosocial Support (MHPSS), and VAWG, and external referral system with relevant actors providing education, legal support, cash and in-kind assistance in each area of IMC interventions.
- Support timely and quality data entry for information management, including implementation, monitoring and reporting.
- Ensure effective community participation throughout implementation
- Oversee appropriate prevention and awareness-raising/behavior change strategies
- Conduct regular program monitoring and quality assurance and apply learning for continuous improvement of interventions
- Produce regular program reports, on time and with accurate data

Senior Coordination, Representation and Advocacy

- Coordinate with other service providers to ensure holistic support for children, including participation in strengthening child protection case management, regular service mapping and functional referral pathways
- Represent IMC's child protection programming in relevant coordination meetings and with a range of stakeholders
- Contribute to inter-agency efforts to strengthen child protection prevention and response through active participation in coordination mechanisms and promotion of sector principles, standards, and guidelines
- Coordinate with, and build capacity of, other sectors as possible to ensure integration of child protection concerns into various services and broader humanitarian response
- Collaborate closely with relevant authorities, humanitarian actors, donors, and other stakeholders

Human Resources Management

- Select and orient program staff/volunteers/partners for effective implementation
- Support, coach and supervise staff to build capacity and strengthen quality of interventions.
- Develop support strategies for staff, foster teambuilding, and introduce principles of self-care and wellbeing.
- Provide supportive and constructive feedback, and conduct regular performance appraisal

Security and Conduct

- Ensure compliance with security protocols and policies
- Consider security implications of programs, reviewing plans with teams and appropriate stakeholders
- Foster a safe and supportive working environment for all child protection staff/volunteers/partners
- Exemplify core principles of child protection programming, including the child's survival and development, best interests of the child, non-discrimination, children's participation
- Contribute to the positive image and overall credibility of the program and organization, notably through adherence to the Code of Conduct and Ethics, including compliance with anti-harassment, safeguarding and Prevention of Sexual Exploitation and Abuse (PSEA) policies

Perform other duties as assigned. The duties and responsibilities listed in this document are representative of the nature and level of work assigned and not necessarily comprehensive.

MINIMUM QUALIFICATIONS

- Typically, a 4-year university degree in Social Work, Psychology, or another related field. Advanced degree preferred. Equivalent combination of relevant education and experience may be substituted as appropriate
- Typically, 8+ years professional child protection experience, of which 5 years in humanitarian sector in emergency and/or in refugee settings, including field experience in case management
- Knowledge and experience of child protection case management and psychosocial programming in the humanitarian context
- Relevant regional experience preferred
- Demonstrated application of child protection core competencies and commitment to core principles of child protection programming
- Experience with humanitarian architecture and knowledge of mandates/roles of donors, UN agencies and other NGO
- Strong knowledge of standards and guidelines for child protection programming, coordination and data management
- Facilitation experience required
- Supervisory experience required
- Experience working with local partners and community mobilization preferred
- Profound cross-cultural awareness
- Ability to exercise sound judgement, remain flexible and apply experience and guidance to evolving challenges
- Strong communication skills, both oral and written and ability to communicate in English and capacity to write clear and concise reports in English
- Computer literacy, including Microsoft Word and Excel

About us:

Humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs.

International Medical Corps is proud to provide equal employment opportunities to all employees and qualified applicants without regard to race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability or status.

International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction.

If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website for reporting misconduct: www.InternationalMedicalCorps.ethicspoint.com

Please do not submit your CV or application to this website; it will not be considered for review.

WOMEN ARE STRONGLY ENCOURAGED TO APPLY.

This position is urgently required, and recruitment will be conducted on a rolling basis. Interested candidates are encouraged to apply as soon as possible, as the vacancy may be filled before the closing date.

To apply for this vacancy please click on the following link and fill in the required information:

<https://enketo.ona.io/x/RNMNKjRd>