



Head of Child Care

KEY RESPONSIBILITIES AND PERSON SPECIFICATION

About Stand by Me

Stand by Me Ethiopia is a children's charity committed to rescuing vulnerable children from poverty and giving them the care, education, and support they need to thrive. We work alongside local communities to ensure children are safe, healthy, and equipped for a brighter future. Our vision is to see every child we care for reach their full potential and become everything they were born to be.

Stand by Me Ethiopia is registered with Federal Democratic Republic of Ethiopia, Authority for Civil Society Organisations with Charity Number (2267) with a mandate to provide comprehensive care and support services to orphan and vulnerable children and the guardians/families.

About the role

The Head of Child Care provides both **strategic direction and strong operational leadership** across all childcare programmes at the site.

The postholder ensures that all childcare services, residential, school-based, health, social work and community empowerment, operate with excellence, discipline, compliance and measurable impact.

This is not a purely strategic position. The Head of Child Care must be:

- Visible and present across all child-facing environments
- Closely engaged in implementation and follow-through
- Actively overseeing safeguarding and case management systems
- Proactive in identifying risks and strengthening systems
- Regularly interacting with the children in our care to instil confidence and lead by example

The postholder serves as the senior safeguarding lead for the project, ensuring child protection is embedded in culture, systems, and daily operations.



We rescue children,
then we do
whatever it takes to
provide the care,
love and attention
they need to thrive.

Job Title:
Head of Child Care

Location:
Bekoji, Arsi

Contract:
Full-time

Salary:
Competitive based on
experience

Reports to:
Project Director
(Ethiopia Bekoji
Project)

Direct reports:

- Head Nurse
- Children's Home Manager
- Social Work Manager
- Community Empowerment



Key Responsibilities

1. Strategy Leadership & Programme Development

- Develop and implement a comprehensive Child Care Strategy aligned with the Ethiopia 2026 structure and organisational growth plans.
- Lead implementation of a world-class Standard of Care across all settings.
- Oversee transition toward strengthened family and community-based care models.
- Embed structured pathways preparing children for life beyond education, including vocational readiness and independence.
- Strengthen parent and caregiver empowerment initiatives, including income-generating programmes.
- Ensure strategy is grounded in operational reality and measurable progress.

2. Operational Oversight of Child Care Services

- Conduct regular on-site visits to Children's Homes, school environments, health services, and community programmes, interacting with children as well as staff in both individual and group settings
- Review individual care plans, case files, and safeguarding logs.
- Monitor compliance with national regulations and internal standards.
- Ensure proper documentation, reporting, and record-keeping systems.
- Identify operational gaps and implement corrective action promptly.
- Maintain high discipline around accountability and performance standards.

3. Line Management & Leadership Development

Provide active supervision and accountability to:

- Head Nurse
- Children's Home Manager
- Social Work Manager
- Community Empowerment Officer

Responsibilities include:

- Structured supervision meetings and performance tracking.
- Target setting and follow-up.
- Coaching, mentoring, and leadership development.
- Succession planning and capacity building.
- Monitoring staff welfare, workload balance, and morale.
- Taking corrective action where standards are not met.

The role requires a leader who ensures delivery, not just delegation.



Key Responsibilities cont.

4. Safeguarding Leadership & Accountability

The Head of Child Care plays a lead role within the Bekoji Safeguarding Team and serves as the senior safeguarding lead.

Operational Safeguarding

- Chair or co-chair the local Safeguarding Committee.
- Oversee safeguarding case management systems.
- Personally review serious or high-risk cases.
- Ensure investigations are timely, well-documented, and compliant.
- Conduct safeguarding risk assessments across residential, school, health, and community settings.
- Lead safeguarding training and monitor staff compliance.
- Escalate serious incidents appropriately.

Strategic Safeguarding

- Integrate safeguarding into programme design and expansion.
- Monitor safeguarding trends and implement preventative measures.
- Ensure strong safeguarding frameworks within family-based placements.
- Promote a culture where children understand their rights and feel safe reporting concerns.

5. Integrated Holistic Care

- Ensure coordination between residential care, health services, social work, school pastoral systems, and community empowerment.
- Maintain individualised care plans for every child.
- Embed trauma-informed practice across all departments.
- Strengthen referral pathways and interdisciplinary collaboration.
- Monitor child wellbeing using measurable indicators.

6. Monitoring, Evaluation & Reporting

- Develop and track KPIs aligned with organisational priorities.
- Conduct quarterly programme reviews and internal audits.
- Use data to drive improvement and decision-making.
- Provide structured reports to the Projects Director.
- Ensure all departments maintain accurate and up-to-date records.

7. Representation & Partnership

- Represent the Bekoji child care programme in engagement with local authorities and regulatory bodies.
- Support donor reporting and field visits.
- Contribute to cross-country learning and development of care standards.



Person Specification

Qualifications & Experience

Essential

- Bachelor's degree in social work, Child Development, Psychology, Public Health, Education, or related field.
- Minimum 7 years' experience in child-focused programming.
- At least 3 years in senior leadership overseeing multi-disciplinary teams.
- Strong safeguarding leadership and case management experience.
- Proven operational management experience.
- Experience implementing standards, policies, and training frameworks.
- Strong planning, budgeting, and reporting capability.
- Excellent written and verbal communication skills in Afaan Oromo, Amharic and English
- High integrity and commitment to child

Desirable

- Master's degree in relevant discipline.
- Experience transitioning residential care toward family/community-based models.
- Experience implementing livelihood or income-generation programmes.
- Experience in Monitoring & Evaluation systems.

Leadership Competencies

The successful candidate will demonstrate:

- Strong operational management with attention to detail.
- Ability to balance strategic thinking with hands-on leadership.
- Decisiveness in safeguarding and high-pressure situations.
- Visible and engaged leadership style.
- High accountability and follow-through.
- Calm and structured problem-solving approach.

Safeguarding Commitment

Stand by Me is committed to safeguarding and promoting the welfare of children. The Head of Child Care must uphold the highest standards of child protection, professional conduct, and accountability.

Appointment to this role is subject to appropriate background checks and adherence to safeguarding policy.