

## Terms of Reference (TOR)

### Child Centred Innovation Resilience Outreach Project – Community Facilitator (Volunteer)

#### 1. Background

Save the Children, in partnership with the Fiji Government, is currently implementing a Child-Centred Innovative Resilience Outreach (CIRO).

The project focuses on child-centred innovative holistic approaches that will address the challenges faced by remote communities and schools in the two primary sectors; Environment, and WASH. Children will be engaged through coaching and mentoring phases, steering them as agents of change in their schools, homes, and communities. The target communities will be engaged and trained in the development of supportive strategies and sustainability that will ensure the project achievements encompass the principles of child-centeredness.

**Goal:** To create a safe and healthy setting for vulnerable communities through WASH and Resilience activities and in the process create a supportive environment that supports the overall wellbeing of target individuals.

**Long Term Outcome:** A safe and healthy setting with a supportive environment

The CIRO project is anticipated to reach out to 4,000 Direct beneficiaries and 20,000 Indirect Beneficiaries (based on an estimate of 5 people/household) in the target communities. The direct beneficiaries of this project would be children within the age group of 1 – 18 years in high-risk communities that are vulnerable to disasters and high-intensity weather events exacerbated by climate change.

The project was launched in August 2023 and will end in April 2025.

#### 2. Volunteer

a. The project will engage one (1) Community Facilitators in the Ra Province to provide support to the Project Officer during the implementation of planned activities;

##### b. Community Facilitator Objectives

- i. To provide support to the Project Officer in the delivery of activities in the target communities and schools.
- ii. To support the project with specialized skill sets;
  - **In Schools**
    - To assist teachers in supporting the school garden initiatives.
    - To support training and awareness among teachers on climate-smart agriculture practices
  - **In Communities**
    - To establish communal gardens in 19 communities in the Ra Province on climate-smart agriculture practices
    - To plan, prepare and facilitate all children's club activities on WASH, Livelihood and Child Protection
    - Follow up and support activities assigned to the Community Development Committee in target communities and as instructed by the Project Officer

- To submit brief, timely monthly/bi-weekly reports (including photos, videos, success stories or testimonials from community members (where applicable).
  - To monitor Community and child club activities and ensure children's safety is of paramount concern, reporting any concerns or signs of abuse.
  - To help the children identify potential leaders/representatives in the club whom we could support to be the voice of children in village meetings.
  - To initiate actions and support activities raised by the Communities aimed at self-reliance, sustainability and resilience.
  - Assist with the coordination and project trainings on WASH, CP , GEDSI,& Agriculture
  - To undertake the delivery of the WASH kits and the compost bin to the communities.
  - To be community's focal point and assist in establishing community focal points in the communities.
  - Assist the communities in the development of their WASH action plans under the guidance of the Project Officer
- **Logistic**
    - Support the project Officer with the logistics aspects of the implementation. For example, organising training venues,
    - Support the project lead with the acquitting of funds after the implementation of activities has been completed.

#### c. Volunteer Deliverables

- i. Support Project Officer in the preparation of TORs, Advances and Procurement Requests
- ii. Support Project Officer with activity reports and acquittals of advances
- iii. Duties are carried out in accordance with SC Fiji's code of conduct, policies and procedures
- iv. Provide innovative resolutions to challenges during activity implementation

### 3. Recruitment

Successful applicants will need to undergo a Police Clearance before being engaged as part of the Save the Children recruitment policy and requirements. Successful applicants will also undergo a Child Safeguarding Training in adherence to Save the Children's Child Safeguarding Policy.

### 4. Location

The **Community Facilitator** will be based in their respective communities and is expected to travel to project target schools and communities during the implementation of project activities when needed.

### 5. Responsibility of Community Facilitator

- a. The **Community Facilitator** will work in direct liaison with the Project Officer to ensure that the required support is as per Sections 2(b) and 2(c).
- b. The **Community Facilitator** is required to cover costs of movement to and from the office when required for engagements

### 6. Duration of Work

This is a part-time role and therefore the Volunteer will be engaged on a need(s) basis by the Project Team workplan.

Time Required and Remuneration:

Item 1:	Successful applicants will be given a year contract subject to review and renewal as per Save the Children policy
Item 2:	Successful applicants shall have the same rights as Save the Children personnel as per the organization's Volunteer Policy
Item 4:	Successful applicants shall be remunerated at FJD\$50.00 per day for each day of engagement when needed by the project.
Item 5:	It is the responsibility of successful applicants and Save the Children to contribute to FNPf deductions as per the FNPf Act Section(s) 33, 34 and 35

#### 7. Reporting:

The *Volunteer* will report to the Project Officer, SC Fiji Office, Ra

#### 8. Code of Conduct

Save the Children's work is based on deeply held values and principles of child safeguarding, and our commitment to children's rights and humanitarian principles must be supported and demonstrated by all members of staff and other people working for and with Save the Children. Save the Children's Code of Conduct sets out the standards to which all staff members must adhere and the consultant(s) and interpreters if applicable are bound by the principles and conditions of Save the Children's Code of Conduct and will need to sign it before conducting the training.

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Approved: Shairana Ali, CEO

22/11/2023