

HAGAR INTERNATIONAL JOB DESCRIPTION

1. Position Summary	
Job Title	Project Advisor, full-time
Reports To	Chief Executive Officer, Hagar International
Works Closely With	Executive Director, HOPE Trust; leadership team, HOPE Trust; senior staff in Hagar New Zealand, Hagar International
Position Location	Honiara, Solomon Islands
Start and Finish Date	01 July 2021 – 30 June 2026
Last updated	May 2021
<p>Position Summary</p> <p>Reporting directly to the Global Chief Executive Officer (CEO) of Hagar International, the role of Project Advisor is critical to providing the Executive Director of Hope Trust, based in Honiara with the technical advice and support to successfully implement the project, <i>Preventing and Responding to Human Trafficking, Child Sexual Exploitation and Sexual Abuse in the Solomon Islands</i>.</p> <p>Funded by the Ministry of Foreign Affairs and Trade (MFAT) in New Zealand, TearFund New Zealand is implementing a large-scale project in the Pacific and Asia region, of which <i>Preventing and Responding to Human Trafficking, Child Sexual Exploitation and Sexual Abuse in the Solomon Islands</i> is one component led by Hagar (New Zealand and International) and partnering with Hope Trust (Solomon Islands), LIFT (Thailand) and with inputs from Homes for Hope (Fiji).</p> <p>The role of the Project Advisor will be expected to work closely with the Executive Director of Hope Trust, providing technical and strategic advisory inputs to ensure the implementation of a quality project. Simultaneously this role will support Hagar's efforts to build Hope Trust's organizational governance and operational capacity, and enable them to forge a leading role in the human trafficking and child sexual exploitation sectors in the Solomon Islands, and regionally.</p> <p>The successful applicant must have proven leadership, management experience, advising projects of a similar size and scope in developing countries. They must be committed to living and working in the Solomon Islands.</p>	
2. Organisational and Project Context	
<p>Hagar is a Christian INGO, founded in 1994 in response to the prevalence of extreme domestic and community violence affecting women and children in post-civil war Cambodia. With over 27 years of experience in countering trafficking, slavery and abuse and developing quality programmes in recovery, Hagar has transformed into an internationally recognized leader in trauma informed care services for survivors, directly and indirectly.</p> <p>In 2008, Hagar began operations in Afghanistan to support women and children facing the worst forms of gender-based violence and human trafficking. Hagar's work in Afghanistan is unique with Hagar being the only organisation that reintegrates women back to the community after recovery from abuse or exploitation and the only organisation working with trafficked and abused boys. In 2009 Hagar established an office in Vietnam to care for women who were affected by the growing magnitude of exploitation and abuse and the limited support and access to social services available for survivors. More recently, Hagar began delivering programs for women through our support office in Singapore, and we partner with organizations in Myanmar to increase their capacity to provide trauma-informed care.</p>	

Our Mission: For those affected by trauma, and those who support them, Hagar is an expert in care and recovery. When healing happens, the cycle of trauma stops.

Hagar's 2020-2022 Strategic Plan has five strategic goals: Heal, Prevent, Partner, Empower, and Influence. In addition to our client-centred Trauma-Informed Care case management model, we partner with local authorities and like-minded agencies to build resilience in target communities to protect vulnerable women and children from exploitation, violence, and abuse. We build the capacity of national governments and like-minded agencies to take a trauma-informed approach to their own work with survivors, thus scaling up the impact of Hagar's work globally. Clients and ex-clients are facilitated with opportunities to demonstrate leadership at the community, national and international levels and be catalysts of change. Wherever possible, we seek to influence decision-makers, to improve protective and responsive actions at all levels, strengthening national policy and implementation standards.

In 2020 Hagar's work impacted upon 208,000 beneficiaries globally, including 32,000 reached through our core work; and 176,000 persons through our response to COVID and natural disasters. Additionally our media and communications work reached a conservative estimate of 3 million people.

Preventing and Responding to Human Trafficking, Child Sexual Exploitation and Sexual Abuse in the Solomon Islands

This five year (60 month) project commencing in July 2021, will increase the knowledge of Solomon Island stakeholders to increase preventive and responsive human trafficking, and child sexual exploitation actions, taking a Trauma-Informed Care approach. Hope Trust will lead efforts to sensitively challenge negative social and cultural values, activate national referral mechanisms, explore community-based innovations, and hold families, communities and local authorities accountable to uphold the rights of children and young people.

Working collaboratively with national government and non-government agencies, Hope Trust with Hagar support, will establish Trauma-Informed Care case management support for clients, and facilitate their access to public and private social services. Social services include emergency assistance, safe accommodation, health, education, counselling, economic empowerment, legal, and reintegration; with referral to specialist services, including disability and psychiatric, for those clients in need. Service providers will have increased knowledge about trauma, its impact upon survivors, and trauma-informed strategies to prevent survivors being re-traumatized. Those working with survivors will be provided self-care tools to avoid secondary trauma or compassion fatigue. Local authorities will increase their knowledge about national legislation and commitments, investigation techniques, and individually and through networks Hope Trust will lead advocacy efforts to strengthen court penalties for perpetrators. A diverse range of economic empowerment strategies targeting survivors and those at risk will be mobilized, to increase monthly incomes and reduce the vulnerability of children and young people to human trafficking, child sexual exploitation and abuse.

Project activities will take place in Guadalcanal initially, before expanding to one new province (possibly Isobel) that evidence high rates of poverty, human trafficking and/or child sexual exploitation. Initial target communities include those near logging or mining camps, those in or near Honiara, and those in previous logging or mining camp catchment areas where high rates of out-migration have replaced economic opportunities provided by the camps. Children, youth, and vulnerable community members will be targeted through partnerships with specific communities, schools, and churches, and facilitated voice and agency opportunities.

To sustain activities after the project has been completed, collaboration and coordination mechanisms will be strengthened across Solomon Island stakeholders, and where relevant, regionally. Implementation will be localized as soon as practicable, with Hope Trust (and Hagar) providing on-going support as required.

It is intended that this project will document and disseminate successful components, so they can be replicated by other agencies in new communities, stakeholders, thus scaling-up its impact.

3. Key Position Responsibilities

Major Responsibility 1: Technical and Strategic Advisory Inputs

- Support the Executive Director of Hope Trust with strategic and technical inputs, enabling them to lead project implementation: work plans, resource mobilization, implementation schedules, financial management, quality assurance, reporting and evaluation, and learning.

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- Participate in the recruitment, onboarding, and on-going capacity development of Hope Trust project staff, as requested by the Executive Director Hope Trust.
- Support the Executive Director and Finance Manager of Hope Trust to effectively manage the project budget within approved expenditure levels, complying with donor and Hope Trust policies and procedures.
- Support the Executive Director of Hope Trust to schedule timely project inputs by Hagar, LIFT, and Homes for Hope to maximize Hope Trust learning, and maintain project progress.
- Discuss with the Executive Director of Hope Trust project choke points, providing recommendations to the Executive Director and senior leadership team to address these issues.
- Together with nominated project personnel, oversight the documentation of project case studies, learning papers, and successful project components, promoting the communication, sharing experiences, and disseminating best practices and lessons learned across networks and with other relevant actors/programs.
- Support the Executive Director and relevant senior staff, to establish and strengthen Hope Trust engagement with MFAT, national government departments, national and regional networks, Solomon Islands public and private service providers, TearFund New Zealand, and Hagar International.
- Other duties as requested.

Major Responsibility 2. Organisational Development and Institutional Strengthening

- Support the Executive Director of Hope Trust and Hope Trust Board as requested, to develop a country strategic plan that strengthens governance, compliance and operational standards. Document and monitor milestones and timeframes to track progress, including impact, sustainability, and sector leadership.
- Support the Executive Director of Hope Trust or nominated staff person, to develop and build staff learning of organizational policies and procedures, including Trauma-Informed Care, case management, legal, finance, procurement, administration, human resources, staff development, fundraising and marketing, communications, IT, and advocacy.
- Advise the Executive Director of Hope Trust about potential fundraising opportunities that build on this project, or offer Hope Trust additional fundraising opportunities to strengthen long-term organizational sustainability.
- Provide the Executive Director of Hope Trust with strategies to strengthen Hope Trust's learning and commitment to continual improvement, including forums, feedback loops, and stakeholder reflections.
- Support the Executive of Director Hope Trust and nominated senior leadership, to engage in high-level government, donor, national and regional networks that build organizational brand and sector leadership.
- Support the Executive Director as requested, to prepare reports for the Hope Trust Board, Hagar International, and other relevant entities.
- Sensitively provide the Executive Director of Hope Trust with on-going coaching and mentoring inputs, to support their commitment to build a strong organization that positively impacts children and young people in the Solomon Islands.
- Other duties as requested.

4. Selection Criteria:

Education and Experience:

- Master's level degree in international development, management, social science, human rights, education, economic development, law, public policy, or a related field of study.
- Minimum of 5 years of progressively increasing management responsibility in international development; two additional years of applicable experience can substitute for a master's degree.
- Experience leading, managing, and administering projects of similar complexity and magnitude to the highest ethical standards, on-time and on-budget.
- Demonstrated success in coaching and mentoring diverse staffs in cross-cultural contexts, and supporting knowledge and skills transfer to local staff and organizations.

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- Demonstrated experience in project cycle management: planning, monitoring, evaluation, reporting, and learning, including the establishment and reporting of work plans, monitoring and evaluation schedules, and budgets according to established donor, organizational and project needs.
- Proven ability to build and maintain relationships with and coalitions among stakeholders, including individuals, civil society organizations, private sector entities, and government officials.
- Experience in facilitating organizational strategic and operational planning and reporting.
- Proven capacity in achieving change strategic, technological or systems change management an advantage.

Knowledge/Skills:

- Excellent written and oral communication skills in English.
- Strong interpersonal skills and ability to build and maintain working relationships with a diverse range of individual and institutional stakeholders.
- Strong problem-solving, time-management and organisational skills that reflect the ability to perform and prioritize multiple tasks seamlessly with creativity and excellent attention to detail.
- Ability to work flexibly, including out-of-business hours, in order to meet the needs of the organisation across multiple time zones.
- Ability to work within the constraints of limited resources.
- Ability to undertake occasional international travel.
- Knowledge and understanding of social, economic, and political context of human trafficking and child sexual exploitation issues in developing countries, including in Asia and the Pacific.
- Experience working in the Solomon Islands at the national and/or sub-national level preferred but not required.

Personal Attributes:

- Understanding and commitment to Hagar's core values, vision, mission, and strategic priorities.
- Commitment to understanding and building knowledge of Hagar's Trauma-Informed Care approach.
- Commitment to modelling and achieving social inclusion, protection, and gender equality standards.
- Demonstrated ability to work with respect and professionalism in a culturally sensitive environment that is globally diverse and inclusive.

5. Signatures

Name:

Signature:

Date:

Approved by: Global CEO

Position Holder:

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