

# Job Position : Child Participation Coordinator

## WHO WE ARE

World Vision Foundation of Thailand is a Christian humanitarian, development and advocacy organization devoted to improving the lives of children, their families and communities by tackling the root causes of poverty. With nearly 50 years of experience in the country, we help all people regardless of race, gender, and religion.

## OUR SELECTION PROCESS

We embrace diversity, employing people from a variety of cultural and religious backgrounds. We take our child and adult safeguarding responsibilities seriously and we are committed to providing an environment that is safe for children. All successful candidates will undergo all required pre-employment checks which is inclusive of a criminal record check. Our stringent recruitment procedures make sure the safest and most suitable people work with the children in our programmes.

Come join our team in Thailand, be part of our more than 33,000 staff working in 100 countries and share the joy of transforming vulnerable children's life stories!

***Learn more about our work at [worldvision.or.th](http://worldvision.or.th)***

## PURPOSE OF POSITION

The Child Participation Coordinator is responsible for ensuring children (under 18 years of age) in program areas particularly RCs participate meaningfully and contribute to decisions and take action on issues that affect their lives through empowering children and nurturing positive relationships between children, adults, and communities based on mutual respect and partnership at familial, local, national, and international levels.

The person will serve as focal point for the strengthening, expansion, and maintaining children and youth (C&Y) councils or groups both community and national levels maximized for programming, advocacy, external engagement and resource acquisition in coordination with relevant teams, functions, sectors that contributes to children's "meaningful" participation including Safeguarding requirements and compliance.

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## MAJOR RESPONSIBILITIES

### Effective Child Participation Approach and Mechanisms 30%

- Develop child participation roadmap, framework and guidelines to ensure effective and quality child participation initiatives and mechanisms both national and local or AP level
- Provide technical support to IPF teams, technical, sector leads, and AP teams in integrating child participation in programs, projects and annual planning processes
- Lead and scale up quality child participation in programming and advocacy in Area Programs and build capacity of AP teams on child participation
- Lead child participation learning and generation of promising practices, establishing systems and processes, and effective knowledge management across area programs and or project areas.
- Provide guidance and support to APs in their implementation of operational requirements on Child Participations standards, while coordinating with the TD Manager, F&D, Safeguarding, IPF teams, & technical/sector leads
- Provide support to Advocacy on Child Rights for children and youth participating in national or global accountability mechanisms such as CRC, UPR and VNR reporting.
- Provide technical guidance to APs to ensure inclusive and effective participation of children during ACRP including PQSR process and other activities that requires children's participation or involvement
- Provide technical guidance to APs to ensure age-appropriate community feedback mechanism (CFRS) is set-up and accessible to children
- Leads the writing and completion of the annual FO Child Participation Reporting submitted to RO/GC

### Strengthening & Sustaining Children & Youth Council / Groups 40%

- Lead the development of long-term (5 years) child participation plan to strengthen, expand, and sustain C&Y groups both national and local levels.
- Lead the setting up or strengthening C&Y councils (groups or clubs) both national and AP levels
- Engage C&Y leaders in designing and developing leadership and capacity building plan for C&Y officers and members
- Mentor, coach C&Y leaders, officers and second-line leaders to represent C&Y Council and WVFT with external audience, partners, government agencies and leaders
- Work with C&Y leaders in designing a monitoring or assessment checklist to assess functionality & effectiveness of C&Y groups both at the national and local or AP levels
- Provide technical guidance and support relevant field staffs and AP teams in the operational and sustaining C&Y councils or groups

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## Cross-Functional Integration & External Engagement 20%

- Coordinate with Advocacy, IPF teams, relevant technical/sector leads to design, implement, monitor, and review advocacy campaigns (example, ENOUGH Campaign) that fully integrate meaningful child participation and mobilization
- Work with Advocacy to advance child-led advocacy and mobilization in ENOUGH Campaign, ensuring children engage safely, ethically, and effectively in influencing decision-makers and mobilizing peers and communities
- Collaborate with external partners and stakeholders to create platforms that amplify children's voices and provide thought leadership to position Child Participation such as Department of Children and Youth and other relevant agencies
- Provide support to RD, PAM, & Advocacy in developing Child Rights and Participation concept notes, proposals and donor engagement products.
- Work closely with MEAL and relevant technical/sector leads to ensure child participation reach and progress are monitored and reported regularly (Quarterly Strategy Scorecard, SAR, AR)
- Work with F&D Advisor to ensure F&D, SNC integration in children participation and development
- Collaborate with Child Protection team, Safeguarding & Security Advisor to ensure safeguarding and safety of children and adults programming particularly in child participation

## Performance Management & Development 10%

- Ensure plans contributes to PQI strategic priorities & TD plan
- Coordinate with TD Manager and P&C to drive performance, development and wellbeing
- Create mechanisms to promote collaboration between teams and across WVFT
- Facilitate and review ongoing individual performance and development planning,
- Support individual/ personal, professional plans and growth
- Perform additional duties assigned by the manager to support program and organizational priorities which, includes Our Voice action plan, Safeguarding requirements, ESCA policy and action plan, other relevant partnership initiatives, policies and requirements

## KNOWLEDGE, SKILLS AND ABILITIES

- Bachelor's degree in development studies, social work, social sciences, education, psychology, or related field.
- Preferred: Master's degree in a relevant discipline.
- Certification in Transformational Development, Project Management or equivalent is an advantage.
- Minimum 5 years' experience in development work with child-focused framework, out of which five years in grassroots relief and development work – with emphasis on transformational development, children and youth participation
- Proven ability to facilitate working groups, communities of practice or other similar learning mechanisms
- Proven ability to collaborate with all levels of staff and to motivate and mobilize individuals outside their reporting line to achieve agreed strategic plans.
- Deep understanding of transformational development in light of the programming context including political and cultural nuances
- Technical expertise on child / youth participation, development, and protection

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- Wider understanding child-focused, community-based development approaches and WV's Integrated Programming Frameworks, technical sectors, faith & development, children's participation, GEDSI, peacebuilding, urban programming, fragile context
- Knowledge of cross-cutting themes: gender equality, disability inclusion, climate change adaptation, and safeguarding.
- Risk management and security planning skills.
- Strong analytical and problem-solving abilities; ability to use data for decision-making and reporting.
- Excellent communication and stakeholder engagement skills, including advocacy and networking.
- Ability to leverage digital platforms and AI tools for program delivery, data analysis, reporting, and process automation, ensuring ethical and effective use.
- Ability to travel frequently within program areas and occasionally nationally up to 20% of the time
- Commitment to WV's Christian ethos and ability to integrate faith-based values into work.

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As a child focused organization, World Vision Foundation of Thailand is committed to the safeguarding of children, therefore any offer of employment is conditional upon the successful completion of applicable background checks, including a criminal records check.

By submitting your application, you understand and accept that World Vision Foundation of Thailand will process the data you provide for the purposes of your application and in accordance with the World Vision Foundation of Thailand - Job Applicant Privacy Notice.

Applicants are required to send a CV and cover letter via email to [Banyen\\_Muenjob@wvi.org](mailto:Banyen_Muenjob@wvi.org) **Tel. 02-0229200 Ext.154**. Applications will be reviewed on a rolling basis, with interviews scheduled with suitable candidates on a rolling basis. Any questions or requests for additional information can be directed to the emails and phone number above.