



JOB ANNOUNCEMENT: CHILD PROTECTION FIELD ASSISTANT

About TPI

The Technology for People Initiative (TPI) is a transdisciplinary applied research and design unit housed in the Department of Computer Science of LUMS University. Working directly with public sector managers, or indirectly through development partners, we study problems of governance in the public sector and attempt to design solutions to address them using technology as an enabler. Our final output is usually a working prototype deployed in the field that demonstrates the proposed mechanism and allows the stakeholders to visualize the intended benefits.

About the Project

In early 2018, the United Nations International Children's Emergency Fund (UNICEF) Pakistan initiated a program to establish mechanisms to protect children subjected to violence, abuse, and exploitation. UNICEF commissioned Oxford Policy Management (OPM) to provide technical assistance in this project by designing and developing Child Protection Case Management and Referral Models (CP-CMRM) for Pakistan. TPI serves as the technology partner in this undertaking. Our work involves the development of a Child Protection Information Management System (CP IMS) to operationalize and secure confidential data flow between multi-sectoral stakeholders during the lifetime of a case, ensuring efficient delivery of services to children in need of support.

Overview

Reports to: Lead Field Consultant

Location: Karachi/Peshawar

Start Date: As soon as Possible

Number of Positions: 2

The post holder will assist the Lead Field Consultant in the IMS Assessment fieldwork by managing forms and documents, taking detailed notes during interviews or Focus Group Discussions (FGDs), and performing other tasks as assigned by the team lead. The Field Assistant will also be responsible for ensuring that all needed technical details regarding softwares deployed are gathered in the field.



Responsibilities and Duties

- Take detailed notes during all stakeholder individuals
- Manage audio recording of interviews when informed consent for recording is provided by respondents
- Conduct some interviews independently in the event that the field team has to split up or the Lead Field Consultant is unavailable.
- Ask follow up queries pertaining to technical specifications of technology systems encountered in the field
- Manage all documents pertaining to fieldwork: survey forms, documents shared by respondents, etc.
- Verify the status of current technological or e-government interventions, and collect screenshots or reports where permitted.
- Enter data collected through quantitative surveys into the appropriate format shared by the Core Team
- Assist the report writing process by answering queries posed by the core team or providing writeups to be included within the report.
- Upload all forms filled and documents collected to relevant folders indicated by the Core Team.

Qualifications

Educational requirements for eligibility for this post are:

- Bachelors in Computer Science

Other eligibility criteria includes:

- Knowledge of databases, programming languages and frameworks, computer hardware including basic knowledge of networking hardware such as servers and switches, and software development processes.
- Strong verbal and written communication--English.
- Strong verbal communication--Urdu
- Strong organisational skills
- Ability to work independently
- Capacity to deliver high quality and timely outputs

The following are desirable within an ideal candidate, though not disqualifying:

- Proficiency in the regional language (Push-to, Sindhi, etc.)
- Previous experience working with the Pakistani government

Application Process

Email your CV & cover letter to tpi@lums.edu.pk with the subject "FA_IMSAR Application". The following naming conventions should be followed:

- for CV: RA_IMSAR_CV_[Applicant Name]
- for Cover letter: RA_IMSAR_CL_[Applicant Name]

Deadline to apply: 8th March 2021