



TITLE: Regional Learning Manager - Humanitarian Protection	
TEAM/PROGRAMME: Humanitarian Leadership Academy (HLA)	LOCATION: Anywhere in the Middle east where SCI has an office TBC (With travels to COs 30% excluding special deployment related to staff development)
GRADE: HLA Grade D SCI Regional Office Grade 3	CONTRACT LENGTH: 12 Months renewable
<p>CHILD SAFEGUARDING: Level 3: The post holder will have contact with children and/or young people <i>either</i> frequently (e.g. once a week or more) <i>or</i> intensively (e.g. four days in one month or more or overnight) because they work on country programs; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff.</p>	
<p>ROLE PURPOSE:</p> <p>Reporting to the Regional Humanitarian Leadership Academy (HLA) Lead, the Regional Learning Manager - Humanitarian Protection ensures the design, development, and delivery of innovative, quality humanitarian needs-focussed learning solutions and services at individual, organisational and sector-wide levels.</p> <p>This role is multi-disciplinary and provides end-to-end support to the research, design and development, the management, and the delivery of learning solutions and services. The post holder will be expected to contribute to other humanitarian capacity strengthening initiatives undertaken by Save the Children and respective Humanitarian Leadership Academy Regional Strategies.</p> <p>This role will sit within the Humanitarian Leadership Academy (HLA), a member neutral entity that provides capacity strengthening across the Save the Children movement. The team combines digital learning platforms, creative learning content and the design, development and delivery of quality accredited capacity strengthening and learning in an exciting and innovative offer that is both unique and unmatched anywhere across the sector. Capacity-strengthening and user-centred learning is, and will continue to be, of increasing importance - a key area to ensure the sector is able to respond effectively and efficiently to crises. The HLA enables Save the Children to offer the most effective and impactful humanitarian capacity strengthening resource for both the Save the Children movement, the wider humanitarian sector and beyond.</p>	
<p>SCOPE OF ROLE:</p> <p>Reports to: Regional Humanitarian Leadership Academy (HLA) Lead Staff reporting to this post: No staff will be reporting to this position. Direct: No direct reports Indirect: Working closely with Humanitarian Leadership Academy globally, Regional Office as well as Country Offices Budget Responsibilities: Role with some budgeting responsibilities.</p>	



Role Dimensions: The **Regional Learning Manager - Humanitarian Protection** sits at SCI Regional Office under the Humanitarian Function.

KEY AREAS OF ACCOUNTABILITY:

The main accountabilities of the role are as follows:

- Under HLA's Technical Expertise (TE) Pillar, manage the effective design, development and implementation, monitoring and learning of Child Protection preparedness and reactive learning products and services.
- Lead and manage the process of conducting learning needs analysis, and the development of relevant and innovative learning products and services based on that analysis and in collaboration with technical/subject matter experts.
- Lead and manage the process of developing content into online learning, working closely with the Digital Learning Specialists.
- Lead the set up and management of learning faculties for accredited programmes including the assessment, marking and provision of feedback to learners.
- Ensure the technical and andragogical quality of the learning projects and programmes in close collaboration with other technical specialists.
- Establish and manage effective relationships with key stakeholders and partners within the learning sector to provide cutting edge solutions to demand.
- Build and maintain new and effective partnerships across the Save the Children movement and sector, as appropriate.
- Work with other regional staff to deliver quality learning programmes as required.
- Deploy to disaster-affected countries to work with frontline responders and partners to strengthen their capacity in line with their needs, assets and capabilities.
- Oversee multiple award-specific budgets in order to effectively implement the learning projects or programmes, including staff recharge, logistics, procurement, consultancies, etc., ensuring the relevant information management is aligned to SCI and donor specific compliance criteria, working with the Awards and Contract Specialist as required.
- Support the ongoing management and monitoring of contracts throughout the project/contract cycle, ensuring the awards and trading management information systems are up to date and that awards and trading contracts are donor compliant and audit ready.
- Represent the HLA and Save the Children in public forums and high-level external working groups to contribute to thought leadership on strategic areas and influence the professional development direction of travel for specific technical areas and the humanitarian sectors as a whole
- Support Research, Evidence and MEAL colleagues in identification of specific areas of learning linked to the learning solutions being implemented by this role
- Support/advise to other areas of the team where necessary, dependent on specific skills/interest of individual post holder, which, could include (but is not restricted to) deployments, matrix management, language expertise etc.





- Contribute to supporting strong ways of working across the new team, as well as taking individual responsibility for building an inclusive and supportive team culture

The **Regional Learning Manager - Humanitarian Protection** is to carry out the responsibilities of the role in a way which reflects:

- Save the Children's commitment to safeguarding children in accordance with the Child Safeguarding Policy,
- A commitment to Save the Children's vision, mission, values and approach,
- A commitment to diversity and inclusivity and promoting equality of opportunity in all aspects of our work,
- A commitment to effective management of risk, by operating within the Charity's code of conduct, policies, procedures and controls and by carrying out the risk management and assurance responsibilities of the role as set out in the Risk Policy and Procedures.

BEHAVIOURS (Values in Practice)

- ***Delivering results.*** Takes personal responsibility and holds others accountable for delivering our ambitious goals for children, continually improving own performance or that of the team/organisation
- ***Developing self and others.*** Invests time and energy to actively develop self and others to help realise their full potential, and to build the organisation's capability for the future.
- ***Innovating and adapting.*** Develops and implements innovative solutions to adapt and succeed in ever-changing and uncertain global and working environments.
- ***Applying technical and professional expertise.*** Applies the required technical and professional expertise to the highest standards; promotes and shares best practice within and outside the organisation.

EXPERIENCE AND SKILLS

Essential Skills:

- Minimum education level of BSC, Master degree is a plus
- 3-7 years' experience in related field with progressively responsible experience.
- Technical qualification and/or significant experience in Child Protection, ideally in emergency contexts.
- Good background in protection mainstreaming, Gender, Inclusion ,GBV,and safeguarding.
- Significant experience of designing, developing and implementing high quality and impactful user-centred blended learning programmes to support identified need, including through learning needs analysis.
- Strong expertise in learning curriculum development and application of adult learning theory
- Strong project and programme management experience, including of events planning, administration, logistical support, and communication.



- Financial management experience, including budget preparation, monitoring and reporting, and grant/awards management.
- Humanitarian field experience and/or strong knowledge of the humanitarian/aid sector, its architecture and how it is evolving (this will be tested).
- Ability to build and work as part of a high performing team and work effectively across the different functions to ensure maximum effectiveness and impact, including quality assurance elements.
- Willingness to deploy- sometimes at short notice and to remote and unsafe locations.
- Strong managerial skills with strong technical background.
- An instinctive analytical and strategic thinker.
- Ability to operate effectively in highly complex situations.
- Ability to build effective trust-based relationships and networks.
- A first-class facilitator.
- Passion and energy to work in pursuit of transforming humanitarian response globally.
- Highly effective in communicators, able to articulate a vision, strategy, or idea clearly and concisely and influence, negotiate, lobby and represent.
- Undeniably positive with high levels of personal resilience and motivation to lead and manage a team.
- Language skills - Arabic and English (other languages encouraged).
- IT skills and computer literacy (especially Microsoft Teams, Excel, Word, and PowerPoint).

Desirable

- Knowledge of integrating diversity and inclusion and intersectional approaches to gender equality into capacity strengthening work
- Technical qualification and/or experience in other humanitarian technical sectors, such as public health, education, cash and voucher assistance, mental health and psychosocial support (MHPSS)
- Experience in designing and leading scenario-learning and immersive simulations
- Experience in coaching and mentoring/ Training of Trainers/ Organisational development

Women and national candidates are strongly encouraged to apply.

Additional job responsibilities

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties relative to their level of skills and experience.

Equal Opportunities

The role holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures.

Child Safeguarding:

To ensure children are kept safe as a result of our work, our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

Health and Safety



The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.	
JD written by: Olivia Scaramuzza	Date: April 2022
JD agreed by: Samantha Davies	Date: April 2022
Updated as final version by: Arlo Kitchingman	Date: November 2023
Evaluated:	Date: