

CALL FOR APPLICATIONS YSAT/UG/CFA2026/001



JOB TITLE: PROTECTION \$ SEA FOCAL PERSON (Case worker) (2)

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| Department: Programs | Location: Rhino Camp. Reports To: Project manager | Open Date: 19 Jan 2026 End Date: 30 th Jan 2026. |
| GRADE: Y4.3 | Expected Start Date: As Soon As Possible | CONTRACT LENGTH: 12 Months with Possibility of Extension Staff Reporting to This Role: None |

SAFEGUARDING:

YSAT is committed to **Zero Tolerance** for **Fraud, Sexual Exploitation and Abuse (SEA), Child abuse** while providing Humanitarian Response, No Applicant should be required to pay for our services including application for job opportunity, please report any suspected misconduct to: complaintsfeedback@youthsat.org

Youth Social Advocacy Team (YSAT) is a refugee-led non-profit, non-governmental Organization whose core mandate is supporting conflict affected youth by tackling barriers to accessing quality education, sustainable Livelihoods and addressing root causes of violent conflicts for refugees and vulnerable host communities in displaced settings.

YSAT is legally registered to operate in Uganda with the National Bureau for Non -Governmental Organizations Reg. **MIA/NB/2020/10/4213** as a Regional NGO. YSAT works in 5 refugee settlements in West Nile implementing projects in Protection, Food Security and Livelihoods, Education, Environment & Energy, Evidence -based research and Advocacy.

PURPOSE OF THE ROLE:

YSAT is seeking for a competent Protection & SEA Focal person (**Case worker**) to implement the Improving Prospects of conflict affected Children and Youth in refugee hosting districts in West Nile – (INSPIRE) a 5 Years Education and MHPSS Project with funding from Netherlands Ministry of Foreign Affairs – (MOFA) to improve the psychosocial wellbeing of children in and around schools in refugee settlements and host communities. The INSPIRE Project will be implemented in Rhino Camp Refugee Settlement in 4 schools of 1. Ocea primary school. 2. Eden primary school, 3. Wanyangi primary school and Odobu primary school respectively. The project will be implemented by a Consortium led by War Child Holland, Youth Social Advocacy Team (YSAT), RICE-West Nile, HAF Uganda, Similar Grounds and AWAYD in West Nile and South West.

The INSPIRE Project goal is to Contribute to increased well-being of refugees, and host communities through self-reliance and resilience with specific objectives to improve children's and adolescents' access to available mental healthcare services in Schools for improved well-being and resilience. (TEAM UP & REACH NOW). Therefore, the Case worker will ensure that S/he will be in charge of case Management, assessment, monitoring, referral, follow up and coordination for all the identified cases are in accordance with Case management guideline and will report to Project Manager.

Key Objectives for this Position:

1. Triage off all reported cases
2. Receiving referrals
3. Making referrals
4. Document/ Record cases and ensure each case has a file
- 5) Conduct/coordinate case conferences.
5. Link cases to necessary services
6. Conduct home visits
7. Conduct follow-up visits
8. Coordinate with partners, community services department of district and OPM for case closure among others

KEY ROLES AND RESPONSIBILITIES

The protection & SEA focal Persons will carry out the following activities and other essential working relations include; Facilitators, Project Officers, PSO, and other collaborating partners.

1. Produce weekly and monthly protection/ case management activity plans, and weekly and monthly case management activity reports. Identify individual cases through regular presence in the community and accept referrals from other agencies and community partners
2. Comply with all relevant policies and procedures with respect to child safeguarding, child protection, health and equal opportunities and other relevant policies.
3. Conduct timely, accurate and detailed reporting on any child safeguarding issues present at camp level both at programming and external to organizations interventions
4. Conduct initial (rapid) assessment for CP-cases and prioritize them according to risk level.
5. Develop case plan that responds to needs addressed in initial and comprehensive assessments and seek support of supervisor when necessary.
6. Regularly follow up to ensure all services and action points listed in the case plan are carried out within agreed time frames. Ensure that progress is regularly reviewed.
7. Regularly monitoring and support to children and families through home visits, providing guidance, advice and emotional support, community mediation and referrals.
8. Advocate for child and youth rights within the refugee settlement and ensure adherence to organization's safeguarding and child protection policies.
9. Assist in training sessions, mentoring of Community Structures such as CPCs
10. Organize community dialogues, awareness sessions, and educational workshops on child protection, psychosocial support, and related themes.
11. Work with supervisors and managers to arrange case conferences for complex cases and ensure children receive multi-disciplinary support.
12. Manage cases in line with standard operation procedures, adhere to standard documentation processes and follow best practice guidance.
13. Hold review meetings with CMCs, CPCs, foster parents, caregivers, and other structures in the community.
14. Submit Weekly and Monthly reports timely and Participate in all Sectors meetings relating to this Position.
15. Participate in ongoing training provided by organization and partners on child protection, MHPSS, safeguarding, and case management.
16. Share knowledge and skills with community members, volunteers, and other team members to build local capacity.
17. Perform any duty that will be signed by supervisors at any time

QUALIFICATIONS

- A minimum of a Bachelor's Degree in Community Development, Social Work or any other relevant related field.
- Understanding of Case Management is desirable • Ability to write and speak English is a must.
- At least 3 years of field work experience, preferably with an NGO in the area of psychosocial support, child protection and child development areas.
- Strong understanding of PSS, child protection, youth and life skills programs.
- Good understanding of development themes such as child rights, protection gender, livelihoods, and SRH.
- Good understanding of dynamics in context, politics, and culture of the South West region and its refugee settlements.
- Willing to live in remote areas.
- Know how to ride a motorbike and in possession of a valid riding license is a MUST
- Strong social and communication skills
- Affinity with children
- Good observation skills
- Creativity

Core Competencies

- **Confidentiality:** High level of integrity and ability to maintain confidentiality on sensitive information.
- **Adaptability:** Ability to adapt to changing circumstances and manage HR challenges effectively in a dynamic work environment.
- **Teamwork:** Strong collaborative skills to work well with various departments and individuals across the organization.
- **Problem-Solving:** Critical thinking and problem-solving skills in resolving HR-related issues.
- to organization's Vision, Mission, values and goals.

APPLICATION PROCESS:

Submit your soft copy application, an updated Curriculum Vitae/Resume with copies of your academic documents

ELECTRONICALLY to Head of HR – People & Culture hr@youthsat.org copying youthsat2017@gmail.com Hard copy

applications and CVs/Resume can also be delivered from **Monday – Thursday from 10 AM - 4P** to; Rhino Camp Head Office – Ocea and YSAT Arua Coordination Officer **Deadline for receiving applications 30th Day of Jan 2026 at 4:00 PM EAT**

YSAT is an equal opportunity Employer, guided by our Diversity Principle and Core Values, we don't discriminate on gender, ethnicity, religion, geographical background, or political affiliation. This position is open to both **Refugees**, and Ugandan Nationals and preferably those with experience working in Ugandan context. **Qualified female candidates and person living with different impairments are STRONGLY encouraged to apply and will be highly considered!**

Child Safeguarding:

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children, Youth and vulnerable adults from all forms of abuse.

Health and Safety

The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.

Please note:

1. *only selected applicants will be contacted to take part in the next steps of the recruitment process. No confirmation of receipt of your application will be provided.*
2. **Due to the urgency in filling the position, applications may be reviewed and processed before the deadline**
3. *Submitted copies of academic documents will **NOT** be returned to the applicant after review*

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| JD written by: Project Manager | Date: 12 th Jan 2026 |
| JD agreed by: Director of Programs | Date: 13 st Jan 2026 |
| JD Approved by: Executive Director | Date: 13 th Jan 2026 |

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