

**JOB OPPORTUNITIES: CHLID PROTECTION FIELD COORDINATOR \_CYIRI CDP(1)****Background:**

Good Neighbors International (GNI) is an international humanitarian and developmental organization in general consultation status with UN ECOSOC operating in over 50 countries around the world. GNI in Rwanda is legally registered and has endeavored to improve Education, Health, WASH, Food Security and Nutrition, Child Rights and Protection, Economic Empowerment, Inclusive Communities, Sustainable Environment, and Humanitarian Assistance in 20 districts (Gasabo, Kicukiro, Nyarugenge, Kamonyi, Gisagara, Nyamagabe, Nyaruguru, Bugesera, Rwamagana, Kayonza, Ngoma, Kirehe, Gatsibo, Nyagatare, Gicumbi, Rulindo, Musanze, Burere and Gakenke).

Good Neighbors International is seeking applications from qualified, dynamic and self-motivated individuals for the position of Child protection Field Coordinator to be based in Cyiri (CDP).

**1. Child Protection Field Coordinator (1) Position****Key responsibilities**

- Locate, Visit and build strong relationship with sponsored children and their parents under her responsibility
- Initiating active village based children clusters and meeting them monthly.
- Organize and lead sponsored parents 'Quarterly meetings
- Managing sponsored children cases including but not limited to supporting and follow-up of emergency medical case treatment, reporting, counseling and supporting abused sponsored children under her responsibility.
- Conducting Health checkup of sponsored children under her responsibility
- Advocate, support and follow-up sponsored children with malnutrition under her responsibility
- Maintain children at school and prevent dropouts among sponsored children under her responsibility
- Prepare, collect and submit all sponsorship reports on time and with no errors (GML, ACL, APR, Dropouts and CIF through CMS)
- Prepare and pay health insurance to sponsored children under her responsibility
- Report on time any issues related to SSD activities performance before deciding.
- Prepare and submit weekly report and plan
- To report regularly to SSD Manager field activities and keep records
- To take care of office equipment and office materials as well as CMS phones and their accessories
- Any other tasks based on the Supervisor and organization's needs.

**Qualifications and Experience:**

- Bachelor's degree in Social Work, Child Protection, Psychology, Community Development, Sociology, Education, Public Health, or a related field.
- Minimum 4 years of professional experience,
- Experience working with vulnerable children and families.
- Knowledge of child rights, safeguarding principles, and child protection standards.
- Experience in report writing, data management, and use of case management systems is an advantage.

**Required documents:**

- Application letter addressed to the country director

- Completed GNI Application form
- Curriculum vitae with details written in English;
- Relevant certificates;
- Diploma certificate (A0) in listed fields;

### Application Instructions:

All interested candidates, who meet the above requirements and must reside in that zone, kindly submit the CV as follow;

### How to Apply

1. Kindly download and fill in the attached 'GNI Application form'



GNR Application  
format\_Child Protec

2) Kindly rename and save the file as '**Name, Position**'

3) Kindly submit the CV and GNI Application form well filled through [hr.gnr@goodneighbors.org](mailto:hr.gnr@goodneighbors.org) not later than **28<sup>th</sup> June, 2026 at 23:59 pm.**

- Only shortlisted candidates will be contacted.
- Good Neighbors International has a zero-tolerance approach to any harm or sexual exploitation and abuse against any beneficiaries (or program participants). Safeguarding and Protection from Sexual Exploitation and Abuse (PSEA) is everyone's shared responsibility and all GN employees and partners are required to adhere to GN's Code of Conduct both during and outside working hours. Familiarization with and adherence to the GN Safeguarding Policy and Code of Conduct is an essential requirement of all employees and partners, in addition to related mandatory training. All applicants interested to work with GNI must ensure that they understand and act in accordance with this clause.

Done at Kigali on 16<sup>th</sup> June, 2026

  
  
**Hwahyun KIM**  
**Country Representative**  
**Good Neighbors International**