



**Terre des hommes**

Helping children worldwide.

## Project Manager with Safeguarding expertise

Terre des hommes Romania is seeking a **Project Manager with Safeguarding expertise** to join our Programmes department in Bucharest. The ideal candidate has strong experience in child protection, social protection and/or development aid.

If you are looking for a meaningful job that will make a lasting impact on the lives of children and youth, we want to meet you.

**Start date** 6<sup>th</sup> of April 2026

**Contract** One-year, full-time Employment Contract, renewable

**Salary** RON 8700 net, private health insurance, accident insurance

**Location** Bucharest, with occasional travels in the country and abroad

**Deadline for application: 20 March 2026**

### WHAT WE DO IN EUROPE AND ROMANIA

Terre des hommes (Tdh) is the leading Swiss child relief agency. Founded in 1960, we are committed to improving the lives of millions of the world's most vulnerable children. Through our innovative protection, migration, access to justice and health projects, we support more than 4 million children and their families in more than 30 countries each year.

Working in Romania since 1992, Terre des hommes is dedicated to `child protection, being especially active in supporting the children affected by migration and ensuring fair and friendly access to justice for minors. We mobilize communities to prevent risk situations, and we collaborate with social workers, teachers and other professionals to protect children. We help them participate in making decisions that concern them, we invest in education, health, social services and infrastructure to improve life of disadvantaged children in Romania.

### ROLE OVERVIEW

The **Project Manager with Safeguarding expertise** is responsible for the overall development, management, and quality implementation of assigned projects. This includes coherent planning, execution, monitoring, evaluation, financial oversight, and compliance with donor and organizational procedures.

The role reports directly to the Country Director and carries full accountability for operational, financial, logistical, and technical project management.

Supports the operations and the projects in Romania with the implementation, reinforcement and daily coordination of Tdh standards, as described in the Global Code of Conduct & Ethics and Safeguarding Policy.

### KEY RESPONSIBILITIES

- Lead the planning, implementation, monitoring, and reporting of project activities
  - Ensure compliance with donor contractual obligations and Tdh procedures
  - Manage project budgets, including monthly financial tracking
  - Coordinate and supervise project partners and stakeholders
-

- Oversee contractual arrangements, consultancies, and local service providers
- Facilitate meetings, events, and regional conferences related to project implementation
- Ensure visibility and effective communication of project results
- Strengthening cooperation with government institutions, NGOs, and local organizations
- Support internal operational information flow within the delegation
- Promote safeguarding, anti-fraud, and risk management policies

Within the **Safeguarding specialist** role:

The role ensures the effective integration and implementation of Terre des hommes Foundation's Global Code of Conduct, Safeguarding, and integrity standards across delegations. It promotes a strong ethical culture by building staff and partner capacity, raising awareness, and ensuring compliance with reporting protocols and safeguarding policies:

- Ensure safeguarding and integrity standards are fully integrated across the emergency response.
- Lead capacity-building initiatives on the Global Code of Conduct and reporting protocols
- Integrate ethical risk assessments and mitigation measures into all projects and activities
- Act as focal point for reported incidents, ensuring timely, confidential and survivor-centered handling.

#### **REQUIRED QUALIFICATIONS AND EXPERIENCE:**

Education:

- University degree in Social Sciences, International Relations, or a related field
- Relevant professional certification is an asset

Professional Experience:

- Minimum 3 years of experience in designing and implementing projects, particularly in: Migration, Criminal Justice, Child Protection, Social Protection and/or development aid
- Minimum 2 years' field experience in a position with responsibilities in safeguarding, integrity, ethics, or in protection (counter trafficking preferred, gender-based violence and/or child protection)
- Strong knowledge of Programme/Project Cycle Management
- Very good ability to identify and assess the training needs of staff and partners on an ongoing basis and proven experience in developing training modules and tools.
- Understanding of child participation processes

#### **SKILLS & COMPETENCES**

- Strong organizational, planning, and administrative skills
  - Ability to manage multiple priorities in a fast-paced environment
  - Budget management and financial monitoring experience
  - Excellent collaboration skills in multicultural environments
  - Strong leadership and accountability mindset
  - Proven experience in training facilitation and in the use of contextually appropriate pedagogical methods.
  - Good knowledge of international standards with regards to ethics, safeguarding and integrity.
  - Proficiency in Microsoft Office
  - Fluency in English and Romanian (written and spoken)
-

## **TO APPLY:**

Qualified applicants are encouraged to submit their CV and motivation in English to [vacancy@tdh.ro](mailto:vacancy@tdh.ro)

Please include “Project Manager & Safeguarding, your name and surname” in the subject line of the application email.

### Child Safeguarding Policy:

To commit to respect Tdh Risk Management Policies including: Child Safeguarding Policy, Safety and Security Policy and Anti-Fraud/Corruption Policy, Whistle Blowing Policy.

### GDPR compliance:

By sending your application, you agree that your personal data will be used in the recruitment process. All the documents we will request in different steps of the recruitment process will only be used for this purpose.

All staff involved in recruitment and selection are aware that data protection rules apply, and that personal information will be treated confidentially. According to our policy, we will keep your application documents for the period of the recruitment only.

*Due to an anticipated high number of applications, Tdh is not able to respond to every applicant individually. Please note that only short-listed candidates will be contacted for the first interview.*

---