

**TOR CHILD PROTECTION FOCAL PERSON  
FOR THE “PREPARATION FORUM” AND  
THE “WORLD CONGRESS III AGAINST  
SEXUAL EXPLOITATION OF CHILDREN AND ADOLESCENTS”**  
Rio de Janeiro, Brazil  
23rd -28<sup>th</sup> November, 2008

**TOR Child Protection Focal Person**

**Goal:** To ensure the safety and well being of children and adolescents at the “Preparation Forum” and the “World Congress III against Sexual Exploitation of Children and Adolescents” 25<sup>th</sup> -28<sup>th</sup> November, 2008.

**Purpose:** Overall responsibility for child protection at the “Preparation Forum for the World Congress III against Sexual Exploitation of Children and Adolescents”. They will be the first point of contact for any child protection concerns for the Children and Adolescent’s Participation Commission and all participants (both delegates and staff) at the meetings. It is understood that the accompanying adults will take full responsibility for child protection issues of the children and adolescents outside of these meetings.

**Duration:** Preparation work in the week prior to the meeting, full time duty while the meetings are being held from 23<sup>rd</sup> -28<sup>th</sup> November, the writing of a brief evaluation report in the week immediately after the meetings.

**Reporting to:** Child Participation Coordinator/Or any other the Specified Person

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**BACKGROUND**

The “Preparation Forum” and the “World Congress III against Sexual Exploitation of Children and Adolescents” will involve over 500 participants including facilitators, Children and Adolescents Participation Commission group members, rapporteurs as well as up to 300 children and adolescents and their Accompanying Adults/Translators. The “Preparation Forum” and the “World Congress III against Sexual Exploitation of Children and Adolescents” will take place in from 23<sup>rd</sup> -28<sup>th</sup> November in Rio in Brazil (further details on the venue included in the Logistical Information Document).

**Assignment description**

1. Local systems and resources for child protection are identified in advance and that responses are in line with these (e.g. external reporting systems, access to health/other services such as police, hotlines or telephone help lines for children and adolescents, local child protection units, fire station, hospital, etc.)
2. Risks have been identified and safeguards put in place and there is ongoing assessment of risk throughout the meetings.
3. A procedure is developed and followed for secure, confidential recording of incidents, concerns, referrals.
4. A brief guideline is written on action to be taken if concerns exist regarding children and adolescent safety or welfare.
5. Ensures that the confidentiality of all personal information about a child is observed and fully respected. In the event of an emergency situation and with full consultation with the child and/or adolescent appropriate action will be taken as necessary.
6. All staff and delegates are briefed and aware of their child protection responsibilities.

7. All staff and delegates are briefed and aware of the specific arrangements that have been made for child protection during the “Preparation Forum’ and the “World Congress III against Sexual Exploitation of Children and Adolescents”.
8. Appropriate responses are made that prioritise protection needs of children.
9. Within a month of the meetings a brief report on the “Preparation Forum for the World Congress III against Sexual Exploitation of Children and Adolescents” is delivered to the Children and Adolescents Participation Commission, describing the effectiveness of child protection procedures and including recommendations for change.

## **PERSONAL SPECIFICATION**

### **Essential**

- Proven track record of extensive experience in child protection
- Familiar with the CRC and its provisions, including the Optional Protocol
- Ability to communicate effectively in English and Spanish, both written and spoken
- Excellent communication skills
- An understanding of child and adolescent participation and participatory techniques

### **Desirable**

- Familiarity with the issue of child and adolescent participation
- Familiarity with local customs, language, logistics and practices
- Ability to work in a team