



Sanad for Alternative Parental Care

Research & Knowledge Management Manager

ABOUT SANAD	<p>Sanad for Alternative Parental Care is a non-profit organization, yet acts as a social enterprise, is registered under the Ministry of Social Solidarity (MoSS) since 2008.</p> <p>Our Vision: A world where orphans shape their future.</p> <p>Our Mission: Strengthening the alternative parental care system through standardization, research, certified training, and advocacy, so that every orphan to realize his uniqueness and potentiality.</p> <p>Since its foundation, Sanad has been introducing innovative solutions based on a transformation approach to reform orphanage care in Egypt and ensure a better future for children and youth raised in care homes. Yet, in 2016, Sanad extended its efforts to include another form of alternative care which is foster/alternative families (Kafala) by joining the Higher Committee of Alternative Families at MoSS. Sanad created a breakthrough in the field of orphans care by developing Quality Standards for Alternative Care within care homes for children and youth without parental care and advocating for mandating these standards nationwide which was accredited and mandated by the Ministry of Social Solidarity in June 2014.</p> <p>Sanad’s projects and programs are driven from its long-term strategic objectives (2017-2024):</p> <ol style="list-style-type: none">1. Developing the quality of family and semi-family care for children and youth without parental care2. Empowering caregivers of children and youth to provide family- based care3. Enabling youth without parental care economically and socially to successfully transition to independency4. Developing monitoring and evaluation mechanisms for the alternative care system to sustain the quality of care5. Building strategic partnerships to create an enabling environment for children and youth without parental care <p>Sanad was recognized as one of the best six practices worldwide to improve the living environment by Dubai International Award, was selected as the best project under the Humanitarian Category in the Arab Region by MBC Hope in 2014, was recognized by Prince Mohamed Bin Fahd Prize for Best Charity Performance in 2017 in the Arab World and received Misr El Kheir Foundation “Social Pioneers Prize” in 2020 for its effort in implementing the fourth goal in the SDGs “Quality Education.”</p>
REPORTS TO	Executive Director

DUTIES & RESPONSIBILITIES

Develop Systems and Processes:

1. Design and implement systems, processes, and procedures to support the production and exchange of knowledge within the organization and with external partners.

Knowledge Dissemination:

2. Disseminate knowledge produced by the association across various platforms, including specialized portals, networks for alternative care, and communication channels.

Research Analysis and Documentation:

3. Conduct research analysis and prepare evidence summaries using appropriate methods and language for diverse stakeholders, including professionals, sponsors, donors, and policymakers.

Best Practices Sharing:

4. Facilitate the sharing of best practices through conferences, seminars, workshops, and other relevant events locally, regionally, and internationally.

Representation and Networking:

5. Represent and nominate the association at local, regional, and international conferences, events, alliances, and networks related to the cause, ensuring a strong presence and collaboration.

Intellectual Property Protection:

6. Ensure the protection of intellectual property related to the knowledge production of the association, implementing measures to safeguard the organization's research and findings.

Legislative Updates:

7. Review research results and participate in National Assembly teams to stay informed about legislative updates, news, or changes impacting alternative care and childhood, aligning with the association's strategic plans.

Training Material Development:

8. Contribute to the development of training materials, manuals, and tools for projects and the overall work of the association, promoting continuous learning and capacity building.

Best Practices Documentation:

9. Document best practices and success stories from the association's work, creating a repository for reference and organizational learning.

Tools and Standards Development:

10. Develop tools, standards, and procedures for alternative care systems based on research and best practices.

Impact Measurement Studies:

11. Participate in studies to measure the results and impact of projects and the association's overall work, providing valuable insights for continuous improvement.

Collaboration with Academic and Research Institutions:

12. Establish and nurture collaborations with academic institutions and research organizations to leverage external expertise and stay abreast of the latest developments in child welfare and alternative care.

Grant and Proposal Writing:

13. Contribute to the development of grant proposals, securing funding for research projects, and ensuring alignment with the organization's strategic priorities.

Continuous Improvement Initiatives:

14. Lead continuous improvement initiatives within the Research, Development, and Knowledge Management Unit, ensuring that processes and methodologies are refined based on lessons learned and feedback.

Risk Assessment and Mitigation:

15. Identify potential risks related to research projects and knowledge management activities, and develop strategies for risk mitigation.

Capacity Assessment and Building:

16. Conduct assessments of organizational and partner capacities in research and knowledge management and develop strategies to enhance these capacities.

Monitoring and Evaluation Frameworks:

17. Develop and implement robust monitoring and evaluation frameworks for the Research, Development, and Knowledge Management Unit, ensuring accountability and continuous learning.

Community Engagement:

18. Facilitate community engagement initiatives to ensure that the perspectives and needs of the communities served are considered in research projects and knowledge dissemination.

Technology Integration:

19. Explore and integrate emerging technologies to enhance knowledge management processes, such as artificial intelligence for data analysis and innovative platforms for virtual collaboration.

20. Design, activate, and sustain an online platform for the effective dissemination of knowledge, ensuring accessibility to internal and external stakeholders.

Crisis Response Planning:

21. Develop crisis response plans for the Research and Knowledge Management Unit to address unforeseen challenges that may impact ongoing projects or the dissemination of critical information.

Advocacy and Policy Influence:

22. Engage in advocacy efforts based on research findings to influence policies and practices related to alternative care and child welfare at local, national, and international levels.

Media and Public Relations:

23. Work with the Marketing communications team to effectively communicate research findings to the media and the public, raising awareness and promoting the organization's mission.

Knowledge Exchange Initiatives:

24. Facilitate knowledge exchange initiatives, including workshops, webinars, and collaborative projects with internally & externally fostering a culture of shared learning.

JOB REQUIREMENTS

- +8 years of experience in a relevant field & not less than 2 years in managing teams.
- Master's degree in a relevant field (e.g., social sciences, development studies, etc.).
- Proven experience in research, knowledge management, and project management, preferably within the non-profit sector.
- Proficiency in research methodologies, data analysis, and statistical tools.
- Familiarity with database management systems and information dissemination platforms.
- Knowledge of online collaboration tools and technologies.
- Fluent in both Arabic and English (ability to write formal correspondences, proposal, etc. in both languages)
- Excellent analytical & research skills.
- Excellent communication, negotiation, presentation, and interpersonal skills.
- Demonstrated ability to think strategically and execute plans effectively.
- Results-oriented with a track record of meeting and exceeding targets.
- Ability to work collaboratively in a dynamic environment.



Core Competencies

- Research and Analytical Skills
- Strategic Thinking
- Communication Skills
- Leadership and Team Management
- Project Management
- Networking and Relationship Building
- Ethical Conduct
- Innovative Thinking
- Adaptability
- Results Orientation
- Cross-Cultural Competence
- Advocacy and Influence

DOCUMENTS TO BE SUBMITTED

- Resume

Interested Candidates can send the above documents to careers@sanadorphans.org, mentioning the job title in the email subject line.

Note: We'll be in touch with those who make it to the shortlist for interviews. Appreciate your interest!