**Public call for hiring Outreach Social Workers for work with unaccompanied minors on the project “EU Support to Serbia in Migration Management”**

Ministry of Labour, Employment, Veteran and Social Affairs, as a Coordinator of the project “EU Support to Serbia in Migration Management” (Grant Contract TF-MADAD/2017/T04.86 between EU, represented by the European Commission on behalf and for the account of the EU Regional Trust Fund in response to the Syrian Crisis, the “MADAD Fund” and the Ministry of Labour, Employment, Veteran and Social Affairs) issues this public call for the position of **Outreach Social Worker for work with unaccompanied minors:**

**JOB DESCRIPTION**

**Duties/tasks:**

1. Identifies unaccompanied minors and other vulnerable children and conducts needs and risks assessments;
2. Coordinates the support to the child until the arrival of the CSW professional and participates in the evaluation of the best interest of the child;
3. Provides psychosocial support to the child and family/important person and group;
4. Provides information relevant to their safety and security to children, families with children and youth groups;
5. Provides support to the case manager in organizing a case conference and implementation of the protection plan in accordance with the needs;
6. Participates in coordination meetings on refugee child protection with representatives of other service providers;
7. Carries out other duties assigned to him/her by the employer or which resulted from the project needs.

**Education and experience:**

* High education obtained on the basic academic studies with at least 240 ECTS, master academic studies, specialist academic studies, specialist vocational studies and/or the basic academic studies of at least 4 years or specialist studies on the faculty;
* Knowledge of English language;
* Professional experience in activities and obligations which arise from the project goals and purposes;
* Knowledge of working with computers (MS Office);
* High level of communication skills;
* High level of work efficiency and problem solving skills;
* Readiness for performing very dynamic and responsible tasks and duties;
* High level of organisational and planning skills
* Experience in working for the Serbian public administration (advantage);
* Knowledge of migration related issues (advantage);
* Knowledge of national and international standards in the migration management area and work with unaccompanied minors (advantage)
* Work experience in the areas under jurisdiction of the ministry (advantage)

To apply for this position please send your full and timely application documentation to [medjunarodna.saradnja@minrzs.gov.rs](mailto:medjunarodna.saradnja@minrzs.gov.rs), clearly indicating in the subject: *Public call for the position Outreach Social Worker*. Incomplete and/or untimely applications will be considered invalid.

Complete application documentation contains: applicants CV, proof of education, proof of language requirements and working experience.

The Call will be open until the end of the implementation period of the project or until the filling out of available working places, as foreseen by the project.

If you have any questions, please contact Ilija Cvetković, [ilija.cvetkovic@minrzs.gov.rs](mailto:ilija.cvetkovic@minrzs.gov.rs).

Starting date of the engagement will be determined after the start of the implementation of the Project. Duration of the engagement will be up to 12 months, i.e. until the end of the project implementation period.

Ministry of Labour, Employment, Veteran and Social Affairs will contact the shortlisted candidates for an interview. Only shortlisted candidates will be notified.