JOB VACANCIES

1. INVESTIGATOR

TERMS OF REFERENCE (ToR)

Objective: To contribute to the overall goal of the project of addressing the problem of human trafficking by strengthening the Government of Ghana’s capability to investigate human trafficking cases and achieve a successful prosecution.

Project Office Location: Caritas Ghana Office in Accra.

Reporting to: Chief Investigator.

Specific Duties:

i. Maintain close collaboration with IJM Investigators for guidance, joint intelligence and operations.

ii. Engage with the Anti-trafficking Human Unit of the Ghana Police Service, Office of the Attorney General, Department of Social Welfare and other relevant Government Actors in a collaborative casework model to detect, investigate, document, charge and prosecute cases of trafficking in persons, with emphasis on applying Ghana’s anti-trafficking Law.

iii. Responsible for performing all activities involving law enforcement stakeholders.

iv. Incorporate the principles of intelligence-led policing to identify human trafficking.

v. Improve interagency operations to arrest and investigate human traffickers, including thorough operational planning and execution.

vi. Collect and preserve evidence that can be legally used in court, with the goal of reducing the prosecutor’s dependence on using victims as a witness.

vii. Interview potential victims of human trafficking.

viii. Conduct interagency coordination aimed at ensuring victim protection and victim-centred procedures.

ix. Support training and capacity building of relevant staff and stakeholders.

x. To report on the progress of work on a monthly, quarterly and annual basis.

Basic Qualification: Tertiary-level Education with evidence of First Degree Award

Safeguarding: Caritas Ghana applies safe recruitment principles and ALL Applicants MUST accept to go through background checks. Evidence of actual or association with abuse of children and vulnerable adults is sufficient grounds to revoke the contract even if appointment has already taken place.
2. OPERATIONS SUPPORT OFFICER: DRIVER

TERMS OF REFERENCE (ToR)

Objective: To contribute to the overall goal of the project of addressing the problem of human trafficking by strengthening the Government of Ghana’s capability to investigate human trafficking cases and achieve a successful prosecution.

Project Office Location:: Caritas Ghana Office in Accra

Reporting to: Administrative Officer

Duties:

1. Must be able to drive in Accra and beyond.
2. Provide support to Caritas Ghana’s Administrative Officer for logistics and deliveries.
3. Provide direct operational support to field teams, and coordinate work among supporting departments to achieve project goals.
4. Maintain regular communication and reporting with field-based operations staff.
5. Work with project teams to implement operational issues as they arise.
6. Travel to the field regularly to provide support and maintain close working relationships with team members.
7. Contribute to the timely achievement of the project’s goals objectives.
8. Provide additional support to other parts of the organization as needed.
9. Perform other duties as may be required.

Basic Qualification: Senior High School Education Certificate and MUST have a valid Driver’s License

Safeguarding: Caritas Ghana applies safe recruitment principles and ALL Applicants MUST accept to go through background checks. Evidence of actual or association with abuse of children and vulnerable adults is sufficient grounds to revoke the contract even if appointment has already taken place.
3. RESEARCH OFFICER

TERMS OF REFERENCE (ToR)

General Objective: To strengthen capacities of institutions through communication and engagement, training, cross border coordination and information exchange, protection of vulnerable persons in mobility, effective border security and control, tackle corruption and prevent illegal migration and to engage target groups to adopt best practices.

Specific Objectives

a. To increase awareness and understanding levels of the youth, adult men and women especially those who are marginalised on the consequences of migration and opportunities for development within the country.

b. Enhance inter-agency and inter-country information sharing and data management regarding cross-border operations and trends.

c. Improve land, air and maritime border management systems (inspection, detection and monitoring ) of illegal smuggling and trafficking of human beings especially women and children.

Project Office Location:: Caritas Ghana Office in Accra

Reporting to: Project Coordinator

Duties:

- Collect information on mobility patterns, migration intentions, availability and quality of border health, legal frameworks and assess national and cross-border capacities (health system, preparedness, contingency, and emergency response plans). These include structured needs assessment, operational research, and other data collection methods, such as mobility-related surveys and flow monitoring.
- Inter-sectoral and multi-country partnerships and networks
- Engage target populations and communities in adopting development of an inter-institutional coordination mechanism for migration management and mainstreaming;
- Installation of a sophisticated border control and border management system at land and sea border points.
- Creation of a coherent system for the collection and analysis of migration data;
- Provide support, monitoring and reintegration assistance for victims.
- Development of a coherent system for collecting and analyzing data on victims of trafficking and criminal networks.
**Qualification:** qualifying 1st degree in research related discipline.

**Safeguarding:** Caritas Ghana applies safe recruitment principles and **ALL Applicants MUST** accept to go through background checks. Evidence of actual or association with abuse of children and vulnerable adults is sufficient grounds to revoke the contract even if appointment has already taken place.

**Mode of Application:** Interested candidates **MUST** apply with copy of curricula vitae to jobs@caritas-ghana.org not later than **8th October, 2021.** **HARD COPIES BY POST OR DELIVERY WILL NOT BE ACCEPTED!**