

GOVERNMENT OF MAURITIUS


**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

- Ministry:** Gender Equality, Child Development and Family Welfare
- Post:** Head, Child Development Unit
- Salary:** Rs 72,400 x 1,950 – 74,350 x 2,825 – 77,175 (23 090 092)
- Effective Date:** 21 September 2017
- Qualifications:**
- I. By selection from among –
- A. officers in the grade of Coordinator who reckon at least seven years' service in a substantive capacity in the grade
- AND
- B. candidates who –
- (i) possess a Master's Degree in Psychology or Sociology or Social Work or Social Policy from a recognised institution or an equivalent qualification acceptable to the Public Service Commission;
- (ii) reckon at least three years' experience in the field of management or administration or social work or project management; and
- (iii) are computer literate.
- II. Candidates should –
- (i) reckon experience in the field of child protection and development and be fully conversant with legislation relating to children's issues;
- (ii) possess strong leadership, managerial and organising skills;
- (iii) possess good interpersonal and communication skills; and
- (iv) possess such qualities as trustworthiness, discretion, maturity and tact to deal with children's issues.

Candidates should produce written evidence of experience/knowledge claimed.

/2...

CERTIFIED CORRECT


.....
*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

21 September 2017

Date.....



**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

-2-


Role and Responsibilities: To be responsible for the implementation of Government programmes in favour of children and advising on policy matters pertaining to the development, protection and welfare of children.

- Duties:**
1. To be responsible for the day-to-day management of the Child Development Unit.
 2. To advise on the formulation of policies and designing of programmes for development, protection and welfare of children.
 3. To devise appropriate strategies to ensure effective implementation of policies and programmes relating to protection and development of children including Early Childhood Development, Creativity and Foster Care.
 4. To initiate studies, surveys and research work relating to child protection and development.
 5. To prepare and submit regular plans of work and evaluate progress reports on the implementation of policies, projects and programmes relating to children.
 6. To organise and supervise the work of technical staff of the Child Development Unit.
 7. To work in close collaboration with Ministries/Departments, Parastatal Bodies, Non-Governmental Organisations and International Organisations working for the welfare of children.
 8. To train Child Welfare Officers, Foster Care parents and officers of Creativity Centres.
 9. To assist in developing Information, Education and Communication strategies and carrying sensitisation campaigns against any forms of exploitation and abuse of children.
 10. To advise on the framing of appropriate legislation relating to the protection, welfare and overall development of children and to ensure the enforcement of such legislation.

/3...



CERTIFIED CORRECT


.....
*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

21 September 2017

Date.....

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

-3-

11. To ensure follow-up of cases of child abuse, placement of children in shelters and in the Foster Care System.
12. To organise committees/meetings with Ministries/Departments, Government Institutions, Non-Governmental Organisations, Community Based Organisations, individuals, parents and children for implementation of policies relating to Childwatch Network with a view to better protecting children at risk from abuse and exploitation.
13. To use ICT in the performance of his duties.
14. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Head, Child Development Unit in the roles ascribed to him.

CERTIFIED CORRECT



.....
*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

21 September 2017

Date.....

