

Caseworker – North of France Job Description

- Salary 29,000 euros (can be discussed, depending on experience)
- Permanent, full-time
- Safe Passage France
- Nord Pas de Calais Région (Regular trips to Paris; occasional trip to London to visit Safe Passage UK)
- Reporting to Head of Safe Passage in France

Safe Passage International is seeking a **Caseworker for the North of France**. The successful candidate will manage (identify, assess, and follow up) individual cases of protection and family reunification, whilst creating referral pathways in the North of France and the surrounding areas. They will ensure that unaccompanied minors and people in vulnerable circumstances can access to safe and legal routes to sanctuary. This is a cross-border role, requiring strong teamwork with colleagues based in Paris, Athens and London.

Key responsibilities:

- Manage casework for individual cases involving protection, access to asylum, family reunification,
- Collect information for advocacy purposes and proactively seek campaign opportunities for safe and legal routes in the north of France
- Develop and maintain relationships with protection service providers, legal representatives, local authorities, and NGOs
- Provide information sessions for vulnerable people about safe and legal routes in the field (including children's rights, asylum rights, "droit des étrangers")
- Provide consultancy to partner NGOs and local and national authorities

Person Specification

Essential:

- French bilingual
- English fluency
- Strong computer skills, especially data management
- Ability to work and communicate in a cross-cultural environment
- Ability to work in the field
- Understanding of the French system for child protection, droit des étrangers, asylum
- Experience of working on individual cases
- Experience of working with people in vulnerable circumstances
- Experience of working with numerous stakeholders to manage expectations
- Experience of working collaboratively and establishing positive relationships with internal and external stakeholders
- Ability to work with both institutional and grassroots partners

Desirable:

- Experience in safe routes (resettlement, relocation, humanitarian corridor)
- Ability with social media
- Languages: Arabic, Pashto, Farsi, Tigrinya, Dari, Sorani

Other requirements:

- A commitment to Safe Passage's programme and values
- Right to work in France
- Safe Passage is looking for a compassionate, determined, proactive, autonomic and rigorous colleague

Working at Safe Passage

We are ground-breaking, determined and compassionate. Committed to opening and defending safe, legal routes to people seeking sanctuary, particularly children.

We enjoy creativity, imagination, challenge and a good sense of humour. We work hard to deliver excellence for all our partners: clients, donors and other strategic partners. We look for talented, passionate souls to join our team and take us further.

We welcome applications from everyone regardless of age, gender, ethnicity, sexual orientation, faith or disability.

Safe Passage is registered in France as an "association loi 1901".

How do I apply?

To find out more about the role and apply please visit our website: <http://safepassage.org.uk/get-involved/jobs/>

Apply by sending your CV and a cover letter and tells us why you would love this role and working for Safe Passage. Send your application to hr@safepassage.org.uk and mariecharlotte.fabie@safepassage.org.uk with the Email Subject Line: France Application.

Closing date: midnight Monday 2nd September 2019. Applications will be processed as they are received and the position maybe filled before the above deadline. Only shortlisted candidates will be contacted. All applications will be treated with strict confidentiality