DIRECTORATE: CHILD PROTECTION

PURPOSE: To facilitate the development of policy, legislation and programmes for child protection services

FUNCTIONS

- Alternative Care
- Prevention and management of child abuse, neglect and exploitation.
- 3. Policy, Legislation, Monitoring and Evaluation.
- 1 Director
- 1 Secretary

SUBDIRECTORATE: ALTERNATIVE CARE

PURPOSE: To provide alternative care (Foster Care and Residential Care)

FUNCTIONS:

- 1. Review the existing draft policy, recommendations and minimum standards for the child and youth care centres
- 2. Develop and review policy, legislation, practice guidelines, norms and standards for child and youth care centres.
- 3. Monitor and evaluate services through the Developmental Quality Assurance (DGA) process.
- 4. Monitor schools of industry in collaboration with the Department of Education and secure care facilities in collaboration with the Directorate Social Crime Prevention
- 5. Facilitate the development of policies, legislation, norms and standards and guidelines with regard to foster care
- 6. Develop monitoring mechanisms for foster care services.
- 7. Develop a strategy for the management of the foster care backlog.
- 8. Manage and control the budget allocated to the sub directorate.
- 9. Responsible for the management and development of personnel.

SUBDIRECTORATE: CHILD ABUSE AND NEGLECT

PURPOSE: To facilitate prevention and management of child abuse, neglect and exploitation.

FUNCTIONS:

- 1. Manage the Child Protection Register.
- 2. Develop and facilitate the implementation of a computerized CPR
- 3. Provide technical support to provinces in the development, management and maintenance of the CPR.
- 4. Develop and review CPR guidelines on reporting and management through consultation at national with partner departments and with our provincial counterparts.
- 5. Ensure working agreements with stakeholders on effective implementation of CPR. Provide provinces with statistical data to influence resource allocation on child abuse issues.
- 6. Monitor and follow through on service provision to children neglected, abused and exploited.

SUBDIRECTORATE: POLICY, LEGISLTION, IMPLEMENTATION SUPPORT

PURPOSE: To develop Policies, legislation and provide implementation support.

FUNCTIONS:

- Implementation and monitoring of the existing Child Care Act and facilitate the development of the new Children's Bill.
- 2. Facilitate and manage meetings with the Portfolio Committee and Select Committee in Parliament.
- 3. Manage the intersectoral Children's Bill Steering Committee and be responsible for the secretariat.
- Manage and facilitate the drafting of Regulations.
- 5. Facilitate the development of practice guidelines and provide training to social workers and other professionals.
- Facilitate training and monitor the implementation of legislation.
- Develop a monitoring framework/ indicators to implement the Children's Bill.
- 8. Develop an intersectoral policy Framework to ensure collaboration between the different departments and stakeholders.
- Develop norms and standards.
- 10. Assist in the development of policy framework for various target areas nertaining to children

- 1 Social Work Advanced Specialist
- 2 Assistant Social Work Manager
- 1 Admin Clerk

1 Assistant Social Work Manager

1 Principal Social Work Specialist

1 Principal Social Worker

1 Social Work Manager

1 Assistant Social Work Manager

1 Admin Clerk

DIRECTORATE: ADOPTIONS AND INTERNATIONAL SOCIAL SERVICES (ISS)

PURPOSE: To facilitate policy development and provide direct services with regard to national and inter country adoptions services and international social services (iss).

FUNCTIONS:

- 1. Develop the National Adoptions policy and the management of the Adoptions Register.
- Facilitate policy development and provide direct services with regard to national and intercountry adoptions services and International Social Services.

NOTE:

As a result of budgetary constraints the Director post will only be filled later, however, this function will be temporarily catered for by other units in the Chief Directorate

SUB-DIRECTORATE: NATIONAL ADOPTIONS POLICY

PURPOSE: To develop the National Adoptions policy and the management of the Adoptions Register

FUNCTIONS:

- Maintain the adoptions register and statistics on national adoptions.
- Deal with welfare agencies rendering adoption services including the tracing, contacting and counselling of adoptive parents.
- 3. Conduct campaigns to promote local adoption of children.
- 1 Principal Social Work Specialist
- 1 Social Worker
- 3 Admin Clerk

SUB-DIRECTORATE: INTER-COUNTRY ADOPTION

PURPOSE: To facilitate policy development and provide direct services with regard to national and inter-country adoptions services and international Social Services

FUNCTIONS:

- Maintain the adoptions register and statistics on intercountry adoptions
- 2. Manage the Hague Convention on inter-country adoptions.
- 3. Manage the Central Authority on Inter Country Adoptions.
- Accredit and monitor child protection organisation delivery inter-country adoption services.
- 1 Deputy Director
- 1 Social Work Advanced Specialist
- 1 Assistant Social Work Manager
- 1 Admin Clerk

SUB-DIRECTORATE: INTERNATIONAL SOCIAL SERVICES

PURPOSE: To Facilitate inter-country social services in line with the affiliation contract

FUNCTIONS:

- Render efficient inter country social services to and from SA in collaboration with ISS as per Affiliation contract.
- Participate in the management structures of ISS as well as training offered.
- Keep up to date with developments on the social work / inter country social work fields and support the work of use
- Manage the relationship with the ISS Affiliated Bureau and give effect to the contract between the Department and ISS
- 1 Social Work Advanced Specialist
- 1 Principal Social Work Specialist
- 1 Admin Clerk

DIRECTORATE: ORPHANS AND VULNERABLE GROUPS

PURPOSE: To facilitate the development of policies and legislation for orphans, children with special needs and other vulnerable groups.

FUNCTIONS:

- Develop programmed and guidelines for orphans and other vulnerable children.
- Develop and implementation of support programme for orphans and vulnerable groups.
- 3. Develop and Implement Support Programmes for children living in difficult circumstances.
- Development and implementation of programmes and guidelines for ECD, Partial Care and EPWP.

NOTE:

As a result of budgetary constraints the Director post will only be filled later, however, this function will be temporarily catered for by other units in the Chief Directorate

SUB-DIRECTORATE: EARLY CHILDHOOD DEVELOPMENT

PURPOSE: Early childhood Education including EPWP and Partial Care

FUNCTIONS:

- To review existing and develop new policies, legislation practice guidelines and norms and standards for ECD.
- Monitor and evaluate the quality, effectiveness and compliance with regulations of ECD.
- Facilitate and monitor coordination between the different sectors in ECD and ensure the implementation of best practice models for ECD.
- Facilitate the implementation of the intersectoral ECD integrated Plan and the Expanded Public Works Programme

SUB-DIRECTORATE: CHILDREN IN DIFFICULT CIRCUMSTANCES

PURPOSE: Develop and implement support programmes for children living in difficult circumstances.

FUNCTIONS:

- Provide guidance and support to provinces in the implementation of programmes.
- Ensure appropriate implementation of OVC programme in accordance with policies, guidelines, norms and standards.
- 3. Facilitate capacity building of all stakeholders.
- Develop and maintain partnerships with stakeholders.
- Monitor and evaluate programme implementation in provinces.
- Facilitate scaling up and replication of successful programmes.

SUB-DIRECTORATE: PROGRAMME IMPLEMENTATION

PURPOSE: To facilitate the development and implementation of support programme for orphans and vulnerable groups

FUNCTIONS:

- Facilitate, monitor and evaluate the implementation of OVC programmes in provinces.
- Provide guidance and support to provinces in the implementation of programmes.
- Ensure appropriate implementation of OVC programme in accordance with policies, guidelines, norms and standards.
- Facilitate capacity building of all stakeholders.
- Develop and maintain partnerships with stakeholders.
- Monitor and evaluate programme implementation in provinces.
- 7. Facilitate scaling up and replication of successful programmes.

1 Social Work Advanced Specialist

¹ Assistant Social work Manager

CHIEF DIRECTORATE: FAMILIES AND SOCIAL CRIME PREVENTION PURPOSE: To ensure that policies, legislation and programmes are established in order to promote and support family life and to provide services to victims of crime and perpetrators **FUNCTIONS** 1. Facilitate the development of legislation, policy and programme with regard to families. 2. Facilitate the development of legislation, policy and programme with regard to victim support. 3. Facilitate the development of legislation, policy and programme with regard to social crime prevention and probation services. DIRECTORATE: VICTIM EMPOWERMENT DIRECTORATE: SOCIAL CRIME PREVENTION DIRECTORATE: FAMILIES Page 34 Page 35 Page 33

DIRECTORATE: FAMILIES

PURPOSE: To facilitate the development and implementation of policies and programmes to strengthen and support families.

Functions

- 1. Develop policies and programmes to protect, strengthen and support families.
- Address the socio-cultural challenges of women, prevent vulnerability, empowerment and the empowerment of women
- 3. Provide policy and programme support to protect people affected by violence and crime.

NOTE

As a result of budgetary constraints the Director post will only be filled later, however, this function will be temporarily catered for by other units in the Chief Directorate

SUB-DIRECTORATE: SERVICES TO FAMILIES

PURPOSE: To develop programmes and services related to functional and dysfunctional families.

FUNCTION

- 1. Co-ordinates the process of policy development
- Co-ordinates the process of developing minimum standards on service delivery to families
- Develops programmes and services related to Functional and Dysfunctional Families as well as the preservation of families and ensuring that such programmes and services are monitored and evaluated
- Engaging with Civil Society Organisations on issues of strengthening family life.

SUB-DIRECTORATE: SERVICES FOR WOMEN

PURPOSE: To address socio-cultural challenges of women, prevent vulnerability, empowerment and development of women.

FUNCTIONS

- Co-ordinates the process of developing policies and legislation on women
- Co-ordinates the process of developing minimum standards on service delivery to women
- Develops programmes and services related to empowerment and prevention of vulnerability in women
- Gives strategic direction to DOSD on issues of women in line with other National initiatives
- Liaise with Civil Society Organizations which deal with women's issues

SUB-DIRECTORATE: MORAL REGENERATION AND SERVICES FOR FAMILIES IN CRISIS

PURPOSE: To develop policies and programmes support to protect people affected by violence and crime

FUNCTIONS

- Co-ordinates the process of developing a moral regeneration Social Development specific strategy in collaboration with Civil Society Organisations
- Develops programmes and services for instilling positive values to families and for intervening in families in crisis
- Ensuring that research is conducted on areas related to moral regeneration and families in crisis
- Engaging Civil Society Organizations on issues of moral regeneration and families in crisis.

¹ Deputy Director

¹ Social work Advanced Specialist

¹ Assistant Social Work Manager

¹ Principal Social Work Specialist

¹ Admin Officer

DIRECTORATE: VICTIM EMPOWERMENT

PURPOSE: To facilitate development of legislation, policies and programmes with regard to victim

FUNCTIONS

- Develop policies and programmes to support and protect people affected by violence and crime
- Implement policies and programme to support and protect people affected by violence and crime.
- 1 Director
- 1 Secretary

SUB-DIRECTORATE: SERVICES FOR VICTIMS OF VIOLENCE AND TRANSNATIONAL CRIMES

PURPOSE: To develop policy and programmes to support and protect people affected by violence and crime.

FUNCTIONS:

- 1. Co-ordinates the process of legislation and policy development
- Co-ordinates the process of developing, facilitate the implementation, monitoring and evaluation of the minimum standards on service delivery to victims of violent and transnational crimes, like human trafficking
- Develops programmes and services on addressing the needs of victims of violent crimes and transnational crimes
- Engaging with Civil Society Organisations on issues related to violence and transnational crimes

1 Deputy Director

SUB-DIRECTORATE: VIOLENCE AGAINST WOMAN / DOMESTIC VIOLENCE

PURPOSE: To implement policies and programmes to support and protect people affected by violence and crime.

FUNCTIONS:

- 1. Co-ordinates the process of legislation and policy development
- Co-ordinates the process of developing, facilitate the implementation, monitoring and evaluation of the minimum standards on service delivery to women and men who are victims of violence and domestic violence
- Develops programmes and services on addressing the needs of victims of domestic violence, both women and men
- Engaging with Civil Society Organisations on issues related to violence against women and domestic violence

1 Admin Officer

¹ Social Work Advanced Specialist

¹ Assistant Social Work Manager

DIRECTORATE: SOCIAL CRIME PREVENTION

PURPOSE: To facilitate the development of policies, legislation and programmes with regard to probation services and social crime prevention.

FUNCTIONS:

- Facilitate the development of policies, legislation and strategies for probation services and social crime prevention.
- 2. Develop and implement policies, programmes and strategies for child justice services.
- 1 Director
- 1 Secretary

SUB-DIRECTORATE: POLICY AND STRATEGY DEVELOPMENT

PURPOSE: To facilitate the development of policies, legislation and strategies for probation services and social crime prevention.

ELINCTIONS

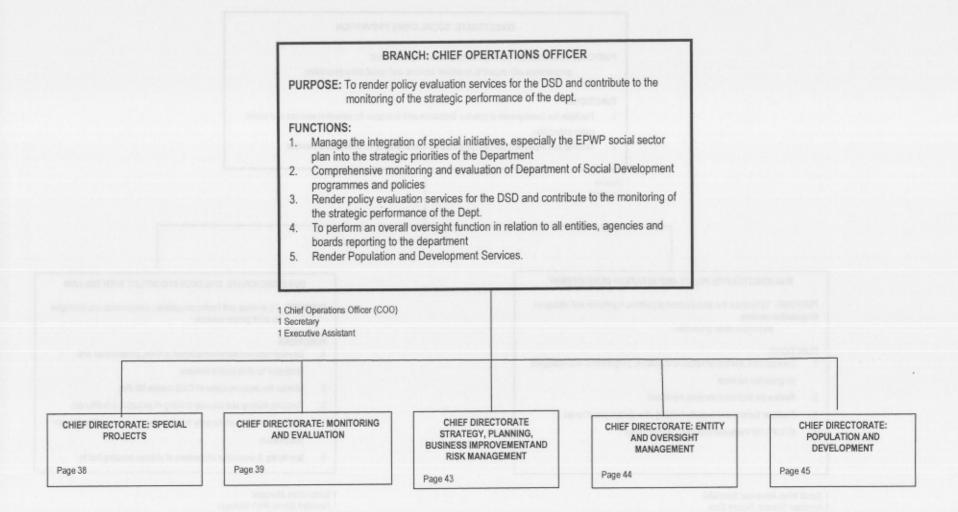
- Development and implementation of policies, programmes and strategies for probation services
- 2. Review the Probation services legislation
- Facilitate training and capacity building of probation practitioners
- 4. ISRDP/URP Probation Services responsibilities
- 1 Social Work Advanced Specialist
- 1 Assistant Director: Secure Care
- 1 Assistant Director: Probation Services

SUB-DIRECTORATE: CHILDREN IN CONFLICT WITH THE LAW

PURPOSE: To develop and implement policies, programmes and strategies for child justice services.

FUNCTIONS

- Development and implementation of policies, programmes and strategies for child justice services
- 2. Monitor the implementation of Child Justice Bill /Act
- 3. Facilitate training and capacity building of probation practitioners
- Facilitate training and capacity building of secure care residential care practitioners
- Monitoring & evaluation of numbers of children awaiting trail in
- 1 Social Work Manager
- 1 Assistant Social Work Manager
- 1 Admin Clerk



CHIEF DIRECTRATE SPECIAL PROJECTS

PURPOSE: To manage the integration of special initiatives, especially the epwp social sector plan into the strategic priorities of the department.

FUNCTIONS:

- 1. Develop Mechanisms to mainstream special initiatives
- Develop mechanisms to mainstream special initiatives with the line function programmes.
- Co-ordinate effective institutional arrangements for sector delivery.
- 1 Special Project Manager
- 1 Secretary
- 1 Project Administrator

DIRECTORATE: STRATEGY CO-ORDINATION

PURPOSE: To develop mechanisms to mainstream special initiatives within line function programmes.

FUNCTIONS:

- Consolidate the strategic and business plans.
- Align the Departmental programmes with the government's broader priorities and strategies.
- 3. Development of mainstreaming frameworks, guidelines and tools.

DIRECTORATE: INSTITUTIONAL COORDINATION AND CAPACITY BUILDING

PURPOSE: To coordinate effective institutional arrangement for sector delivery.

FUNCTIONS

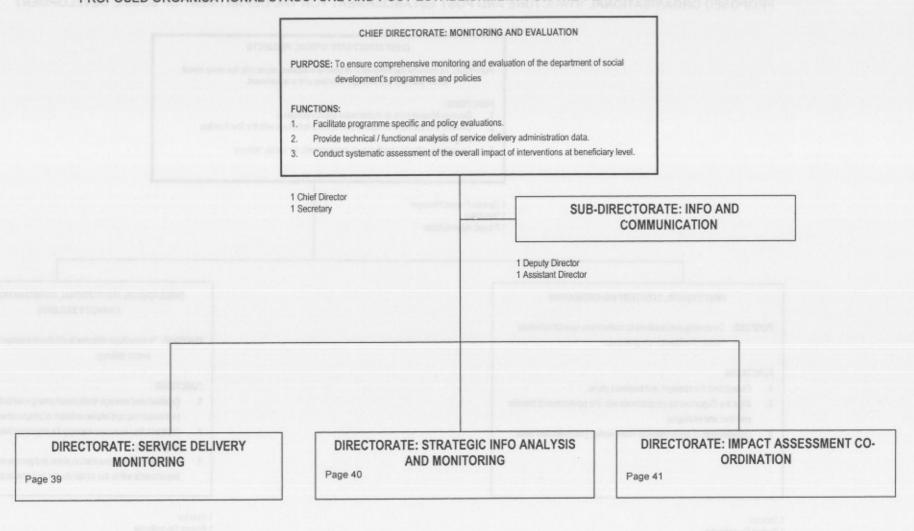
- Establish and manage institutional arrangements to ensure the mainstreaming and implementation of programmes.
- Facilitate the necessary capacity for implementation of programmes.
- Facilitate joint implementation plans and partnerships with line departments within the social cluster and provinces.

¹ Director

¹ Project Co-ordinator

¹ Director

¹ Project Co-ordinator



DIRECTORATE: SERVICE DELIVERY MONITORING

PURPOSE: To facilitate programme's specific and policy evaluations

FUNCTIONS:

- 1. Policy intervention evaluations.
- 2. Targeting analysis.
- Access to services.
- 4. Efficiency and effective of delivery mechanisms.
- 5. Service delivery Inputs versus outputs and outcomes.
- 6. Programme reviews & continuous evaluation.

1 Director

2 Assistant Director

DIRECTORATE: STRATEGIC INFO ANALYSIS AND MONITORING

PURPOSE: To provide technical/functional analysis of service delivery administration data (statistical, economic and spatial)

FUNCTIONS:

- 1. Management of Monitoring Evaluation data systems.
- Provide statistical support for policy review and development work.
- 3. Identification, streamlining and coordinating of reporting requirements.
- 4. Co-ordinate and promote M&E finings as well as editing & producing M&E publications.
- 5. Development of national indicators.
- 5. Monitor & report on social, economic vs financial trends.
- Spatial analysis of distribution of delivery interventions and the extent to which they are integrated with other developments.
- Service Delivery Improvement Plan Monitoring & Evaluation.
- 1 Director
- 1 Secretary

SUB-DIRECTORATE: INFORMATION ANALYSIS

Purpose: To provide technical/functional analysis of service delivery

Functions:

- 1. Provide statistical support for policy review and development work.
- 1. Monitor & report on social, economic vs financial trends.
- 2. Develop statistical models, i.e forecasting and modelling.
- Spatial analysis of distribution of delivery interventions and the extent to which they are integrated with other developments.
- 1 Statistician
- 1 Financial Analyst

SUB-DIRECTORATE: M & E SYSTEMS DEVELOPMENT

Purpose: To co-ordinate and manage monitoring and evaluation data systems.

Functions:

- Management of monitoring and evaluation data systems.
- Co-ordinate systems design.
- 3. Co-ordination of user-requirements specification.
- 4. Monthly data interrogation and reports generation

¹ Deputy Director

DIRECTORATE: IMPACT ASSESSMENT CO-ORDINATION

PURPOSE: To conduct systematic assessment of the overall impact of the interventions at beneficiary level (extent to which interventions has desired consequences)

FUNCTIONS

- 1. Conduct baseline surveys.
- 2. Conduct impact and outcome studies.
- 3. Conduct client satisfaction surveys.
- 4. Strategic research evaluations

NOTE:

As a result of budgetary constraints the Director post will only be filled later, however, this function will be temporarily catered for by other units in the Chief Directorate

SUB-DIRECTORATE: IMPACT MONITORING

Purpose: To co-ordinate and manage the monitoring and evaluation of data systems.

Functions:

- Effect monitoring of program results at the population or beneficiary level in terms of behaviour change, improved practices, enhanced capabilities, increased quality of life and access to resources.
- Impact assessment of program results at the population level in terms of changes in wellbeing, ie improvements in income, consumption, nutrition, health improvements.
- Condust customer satisfaction surveys to assess client perception of the quality of services provided.
- Conduct baseline survey to facilitate studies to establish status of clients/beneficiaries prior to implementation of programmes.

SUB-DIRECTORATE: RESEARCH

Purpose: To assess the relevance of the existing mandate and programme interventions to the current development context.

Functions:

- Evaluation of the contribution of the department to the overall development priorities
 of government and national needs.
- Development of National poverty indicators in line with indicators for South Africa 2005-2014.
- Assessment of Performance in Implementation of Government Programme of Action
- Asses the department's responsiveness to significant changes in the country: synergy and alignment with other government initiatives and partners.
- Research on the Impact of other national programmes and interventions to the social development mandate.
- Co-ordination and analysis of results of other M&E initiatives from government and private sector relevant to broad objectives of social development and social sector

¹ Deputy Director

³ Assistant Directors

CHIEF DIRECTORATE: STRATEGY, PLANNING, DEVELOPMENT AND RISK MANAGEMENT

PURPOSE: To facilitate and develop a strategic plan and framework for the department.

FUNCTIONS:

- 1. Provide strategic support and guidance to the Department.
- Develop business process improvement as a key strategy and management tool capable of supporting the Department's mission, vision, goals and objectives.
- 3. Ensure efficient and optimal programme performance and use of resources.
- Develop policy and comply with the international obligations on gender within the jurisdiction of social development.

1 Chief Director

DIRECTORATE: STRATEGY AND PLANNING

PURPOSE: To provide strategic support and guidance to the Department.

FUNCTIONS:

- Develop sector and Department's strategic plan.
- 2. Conduct short to medium term strategic reviews.
- 3. Align provincial strategic plan to national plan.
- Develop and facilitate strategic planning and annual reports.
- Develop the Department's philosophy (value proposition for Social Development and its target groups i.e. the poor, marginalised and vulnerable)

DIRECTORATE: BUSINESS PROCESSES AND RISK MANAGEMENT

PURPOSE: To develop business process improvement as a key strategy and management tool capable of supporting the Department's mission, vision, goals and objectives.

FUNCTIONS:

- 1. Focus on internal process improvements.
- Design work processes in light of organisational goals.
- Restructure processes to support performance and efficiency.
- Ensure process co-ordination and cross organisational commitment.
- Manage and facilitate development of systems that support business processes i.e. MIS.
- Develop and facilitate institutional risk plan & assessment

DIRECTORATE: ORGANISATIONAL PERFORMANCE

PURPOSE: To ensure efficient and optimal organisational performance.

FUNCTIONS

- 1. Aligning organisational performance to strategy.
- Align individual performance to organisational performance.
- Provide a reporting framework, i.e. the annual report, progress reports etc.
- 4. Reviewing organisational performance.
- 5. Develop progress and annual report.
- 6. Co-ordinate quarterly reports and fact sheets.

DIRECTORATE: GENDER FOCAL POINT

PURPOSE: To develop policy, an/or influence policy development, legislation and regulations to realise National the policy objectives for SA, as well as, comply with the international obligations on gender within the jurisdiction of social development

FUNCTIONS

- Facilitate the development of a policy on gender issues for Social Sector
- Monitor the implementation of policy, both at National and Provincial Spheres
- Commission research and develop appropriate research proposals on gender issues
- Compile regular reports for the various gender stakeholders, both locally and internationally

1 Director

1 Director

1 Director

1 Director

1 Secretary

1 Deputy Director

CHIEF DIRECTORATE: ENTITY AND OVERSIGHT MANAGEMENT

PURPOSE: TO PERFORM AN OVERALL OVERSIGHT FUNCTION IN RELATION TO ALL ENTITIES, AGENCIES AND BOARDS REPORTING TO THE DEPARTMENT

FUNCTIONS:

- 1. Implementation and review of a regulatory framework for entity performance and oversight management
- 2. Establishment and review of key institutions
- 3 Implementation and review of a capacity building and support framework for entities, agencies, board as well as any other service delivery implementer of the Department

1 Chief Director

1 Secretary

DIRECTORATE: ENTITY PERFORMANCE

PURPOSE: To develop systems and procedures to monitor the performance of institution, agencies and boards reporting to the Minister

FUNCTIONS:

- Review and recommend approval of budgets, strategic plans and business plans to institutions and agencies.
- Develop, review and recommend approval of yearly shareholder compacts and any other necessary tools fro oversight and governance.
- Monitoring corporate governance by agencies and institutions as well as monitor Board Performance and generate yearly assessment reports; and
- Provide an interface mechanism for liaison between the Minister and institutions for issues required ministerial interventions.

DIRECTORATE: ENITY SUPPORT & CAPACITY BUILDING

PURPOSE: To provide mechanisms for support and capacity building to all service delivery implementers on behalf of the Minister

FUNCTIONS:

- Implementation and occasional review of a capacity building and support framework for institutions, agencies and boards reporting to the Minister { including other services delivery agents of the Department acting on delegated functions
- Provision of policy guidelines for implementations as well as any necessary formats for reporting to institutions, agencies and Boards
- Ensuring of Departmental representation in Boards (on behalf of the Minister) of entities or agencies reporting to the Minister.
- Management of processes leading to reviews of regulatory frameworks governing existing institutions, agencies and Boards.
- Management of processes leading to the establishment of new institutions and review of existing institutions;
- Manage processes leading to the Ministerial appointment of board members, CEO or heads of entities and reviews of their remuneration packages.

1 Director

1 Director

CHIEF DIRECTORATE: POPULATION AND DEVELOPMENT

PURPOSE: TO SUPPORT NATIONAL AND PROVINCIAL LINE FUNCTION DEPARTMENTS AND FACILITATE INTER-AGENCY COLLABORATION IN ORDER TO ENSURE THE IMPLEMENTATION OF THE POPULATION POLICY AT ALL LEVELS OF GOVERNMENT AND MONITOR AND EVALUATE THE PROGRESS OF THE POPULATION POLICY.

FUNCTIONS:

- 1. Promote advocacy for population and related development issues targeted at government leadership and civil society at all levels;
- 2. Disseminate relevant population information to all structures of government.
- 3. Undertake the analysis and interpretation of data on the country's population dynamics.
- 4. Assist government departments to analyse data and to monitor and evaluate the effectiveness of programmes.
- Develop means to assist government departments to enhance their capacity and expertise in analysing the linkages between demographic variables and their policies and programmes
- Assist government departments to interpret the population policy in relation to their areas of responsibility;
- 7. Monitor and evaluate population policy implementation;
- Commission relevant research in consultation with the Central Statistical Service and/or other departments in order to ensure comparability and compatibility
 of data to prevent duplication.
- 9. Liaise with institutions outside of South Africa to promote collaboration and the exchange of expertise and experience in the population and development field.
- 10. Coordinate government preparations and reporting on international population conferences.

