

Sr. Officer Preparedness, Capacity Building and Innovation - PRODRIPTA Project

SKS Foundation

Vacancy

01

Job Context

SKS Foundation in partnership with **CARE Bangladesh** is going to **Promoting Disaster Ready Inclusive Preparedness towards Adaptation** Project from January 2022 to November 2024 in Gaibandha District. Following positions will be recruited for implementing the project's interventions:

Job Responsibilities

- Will be responsible for implementation of all field level activities in the assigned District and act as the focal point at the Upazila levels.
- S/he will be assisted by the Field Facilitator.
- S/he is responsible for ensuring all Climate Change Adaptation and Innovation Piloting, Community led Agri. and WASH activities implementation, *FPP/CPP volunteers' selection and capacity building*; Community Mobilization; Mobilizing Contingency Fund as per Donor Requirement, CVCA-CAP activities are implemented according to the work plan.
- Will regularly coordinate with the CARE's TC-Preparedness and Innovation-PRODRIPTA and Sr. MEL Officer-PRODRIPTA to ensure MEL Plan implementation, generate KML documents such as developing training modules, CRA/RRAP tools etc.
- Supervise the field facilitators for proper and timely implementation of the activities.
- The Project Officer will submit report inputs to Project Manager. All Project Officer will be reportable to Project Manager.

Employment Status

Full-time

Educational Requirements

- Bachelor /Masters in Social or equivalent.

Experience Requirements

- At least 5 year(s)

Additional Requirement

- Both male and female are allowed to apply, females are highly encouraged to apply.
- At least 3-4 Years of working experience in managerial positions including 2 years experience in program implementation, monitoring and staff supervision
- Good negotiation skill. Strong field facilitation skills, knowledge in pro-poor program implementation.
- Preference will be given to candidates having prior working experience in the project area having experience in capacity building and Climate Change Adaptation and Innovation Piloting activity.
- Knowledge of Environmental compliance and implementation of Climate Risk Management Plan (CRM)
- Knowledge of good governance, DRR gender equity and multifaceted intervention
- Willing to spend significant time in the field
- Any other tasks assigned by supervisor/ management.

Workplace

- Work at office

Job Location

Gaibandha

Salary

- Tk. 32,000 (Monthly)
- Others benefits will be as per Organization policy.

Job Source

Prothom Alo

Published on:

January 13 2022

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Vacancy: 01

Job Nature: Full-time

Experience: At least 3-4 year(s)

Job Location: Gaibandha

Salary: Tk. 32,000 (Monthly)

Application Deadline: 23 January 2022

Read Before Apply Interested Candidates are requested to apply to Deputy Director, HR & Admin, SKS Foundation, College Road, Uttar Horin Singha, Gaibandha-5700. Applications should reach within 23 January 2022 with detailed CV including contact cell-phone number and two referees. Only shortlisted candidates will be called for interview. *Photograph must be enclosed with the resume.