



POPI

CAREER OPPORTUNITY

People's Oriented Program Implementation (POPI) is a national Non-Governmental Development Organization with a vision to build a prudent nation that is free from hunger and poverty where every citizen leads a life with dignity and equity. Presently it has development partnership arrangements with more than 40 diversified donor and MFI agencies operating at international, national, regional level and government entities. Currently it has been implementing multisectoral socio economic development projects and programs in 114 Upazilas of 19 districts in Bangladesh.

POPI invites application from the experienced professionals with proven track record for the following position for its **Strengthening Household Ability to Respond to Development Opportunities (SHOUHARDO-III)** Program in 7 (Seven) Upazilas of Kishoregonj & Netrakona district supported by **CARE**.

Position Title : Field Facilitator

Location of posting : Mithamoin, Itna, Nikli, AushtogramUpazila of Kishoregonj district & Khaliajury, Madan, KalmakandaUpazila of Netrakona district (with frequent field traveling)

Contract duration : Up to June 2020.

Salary : BDT.14,008/- and other admissible benefits as per program allocation.

Key responsibilities:

She will be entrusted with responsibilities related to program implementation, planning, capacity building of community groups, conduct survey, community meeting facilitation and networking and coordination with UP level service providers and establish linkage among community and service providers. Reporting and follow up volunteer's activities. She will be based in field office and has to visit field frequently (90% time) and reportable to Field Supervisor.

Benchmark:

- Minimum 3 years working experience in development sector.
- Good facilitator and have experience in working with community people.
- Capable to mobilize support structures to be responsive.
- Understanding of multidimensional activities.
- Good presentation and communication skills.
- Skill of community mobilization.
- Effective planning and implementation.
- Progress tracking and documentation.
- Networking with UP level service providers.
- Willing to stay in the community/UP level.
- Willing to drive motorcycle and should have valid driving license.
- Working experiences in the context of haor and work with local government systems especially UP.
- Experience on Participatory Rural Appraisal (PRA) and community led approach.

Apply Instructions

If you feel that your qualification and experience matches with our requirements, and you would like to contribute to POPI's values and vision, please send your updated CV (two referees, recent PP size photograph, photocopies of NID/Smart Card and all academic & experience certificates) along with cover letter to: Deputy Director, HR & Admin Department, People's Oriented Program Implementation (POPI), House # 5/11-A, Block# E, Lalmatia, Dhaka-1207 Or E-mail to: hr@popibd.org

Please mark the position applied for on the envelope or in the emails subject line. Any canvassing will result in disqualification. Only short listed candidates will be called for interview.

Equal opportunities: POPI values diversity in the workplace and is committed to equal opportunity employer. We encourage applications from all suitable candidates regardless of gender, race, family or marital status, ethnicity, age, sexual orientation, disability, class, caste or religion.

Closing date for applications: **January 22, 2018**

“নারী ও শিশু নির্যাতন এবং ঝুঁকিপূর্ণ শিশুশ্রম দণ্ডনীয় অপরাধ”