



## **CAREER OPPORTUNITY**

**People's Oriented Program Implementation (POPI)** is a national Non-Governmental Development Organization with a vision to build a prudent nation free from hunger and poverty where every citizen leads a life with dignity and equity. Presently it has development partnership arrangements with government entities and more than 40 diversified development partners, MFIs and other financial institutions operating at international, national and regional level. Currently it has been implementing multi-sectoral socio economic development projects and programs across 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 supported by **CARE**.

**Position Title : Technical Officer -Empowerment**

Location of posting : Kishoregonj (with frequent field visit to program area)

Contract duration : Up to June 2020.

Salary : BDT.31,513/- and other admissible benefits as per program allocation.

### **Key responsibilities:**

Lead empowerment related activities of the project; provide technical assistance to the project team; coordination & collaboration with line stakeholders, process documentation capacity building of Field Facilitator and Empowerment issue facilitators; coordination & collaboration with line stakeholders, process documentation. Networking and collaboration with relevant Govt. departments, like minded organization. S/he will be based in project office/field office and has to visit field frequently.

### **Benchmark:**

- Masters in social science/Gender study with minimum 4 years experience/Graduation with minimum 6 years experience in development sector both NGO and Go.
- Having Sound knowledge and experience in right based development approach especially gender equity and diversity, women empowerment, Men and Boys Engagement and community mobilization.
- Experience in developing training modules and materials, organizing and facilitating the training sessions at the community and UP/upazila level.
- Good reporting skill in both English and Bengali.
- Reporting writing, documentation and computer skills (MS Office especially MS Word, MS Excel and MS Power Point).
- Experience on network/linkage/collaboration with district, upazila and UP level service providers and UP and like minded NGOs. And experience of working with women focus network, legal aid will be an advantage.
- Collect, review and compile reports, from Field Facilitator/Field Supervisor.
- Willing to drive motorcycle and should have valid driving license.

### **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](mailto:hr@popibd.org)

Please mark the position applied for on the envelope or in the emails subject line. Any act of persuasion 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: **April 26, 2018**

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