



CAREER OPPORTUNITY

Founded in 1986, People's Oriented Program Implementation (POPI) is a growing Non-Government Organization (NGO) working across the country. POPI has been at the forefront of country's social and economic endeavor since inception. It envisions a prudent nation free from hunger and poverty where every citizen leads a life with dignity and equity. POPI pursues a mission to work for and with people irrespective of religion, caste, ethnicity, creed, belief, age and gender who are in any form marginalization and exclusion. POPI's programmes revolves around six major areas including education, livelihood development, health, rights and governance, DRR & CCA and Financial Services. At present POPI is working in 23 districts across Bangladesh with an effective network of regional, zonal, branch and field offices.

POPI has recently signed an accord with the world-renowned Malala Fund to implement a project for supporting girls' education under 'Education Champion Network' program. The project will be implemented in Nikli Upazila of Kishoreganj district for a period of 36 months.

Under the auspices of Malala Fund, POPI is going to recruit some experienced and enthusiastic project personnel to effectively execute the operations of the said project. Hence, POPI invites applications from confident and committed individuals to immediately fill the following exciting positions:

Name of the Position : Field Supervisor

Compensation : Monthly gross salary is BDT 20,000 with two festival bonuses. S/he will be provided yearly increment during the project period.

Major Areas of Responsibilities:

- Mobilize local Community
- Home visit of girl students
- Organize different community awareness programmes
- Liaise with Community Based Organizations (CBOs) and local gatekeepers
- Implement school level programmes of the project
- Sensitize community towards climate change adaptation, girl education and women and girls' rights.
- Monitor the progress of project activities, collect data, and maintain accurate records of project implementation in the field.
- Prepare regular reports detailing field-level activities, challenges, and successes for project documentation.

Requirements:

- The applicant should be a bachelor degree holder preferably with Social Science background.
- At least three years of experience with donor supported project
- Well conversant with Microsoft packages and the internet
- Previous experience of working with community is a plus
- Willingness to work in remote and somewhat difficult geographical locations

Application Instructions

Deserving candidates are requested to apply with their full-length CV with a recent photograph and a cover letter to:

The Deputy Director (HR & Admin)
People's Oriented Program Implementation (POPI)
5/11-A, Block-E, Lalmatia, Dhaka-1207.

Web: www.popibd.org

The last date of application is 20 December 2023

Please mark the position applied for on the top of the envelop or subject line of the email. Both electronic or hard copy applications are acceptable. Any persuasion of any kind will be treated as disqualification.

[POPI is an equal opportunity employer and values diversity. It is also committed to safeguarding and promoting the welfare of women, children and young people and expect all its staff to share this commitment.]