

ActionAid Bangladesh is looking for suitable candidate for the following position:

## **Associate Officer – Community Engagement & Child Protection**

Project	: Sustainable Solutions and Protection for the Rohingya Refugee Community in Camps, Funded by UNHCR
Location of posting	: Ukhiya & Teknaf (Roving across CP camps and centers)
Number of positions	: 03
Type of contract	: Fixed term contract
Duration of Contract	: Up to 31 December 2026 (if not extended)
Salary and benefits	: Monthly Gross Salary BDT. 49290 with other admissible benefits such as mobile & internet allowance, medical benefit, group life insurance etc

### **Job Summary**

The Associate Officer – Community Engagement & Child Protection is responsible for supporting community-based child protection activities across multiple camps and centers, including delivery of structured Psychosocial Support (PSS) interventions. The role also supports the Associate Officer – MPC to ensure smooth, safe, and well-coordinated center operations. The position requires regular movement between CP camps and centers to strengthen program quality, consistency, and community engagement.

### **Key responsibilities include (not limited to):**

#### **Community Engagement and Child Protection Programming**

- Implement community-based child protection activities across all assigned CP camps and centers.
- Engage children, caregivers, community leaders, and volunteers to strengthen protective community mechanisms.
- Promote awareness on child protection risks, positive parenting, and child wellbeing through structured sessions.
- Ensure activities are inclusive, child-friendly, and culturally appropriate across locations.

#### **Structured Psychosocial Support (PSS)**

- Facilitate or co-facilitate structured PSS sessions for children and caregivers in different camps and centers.
- Support identification of children requiring additional protection or specialized services and ensure timely referrals.
- Ensure PSS activities follow approved tools, child-centered approaches, and age-appropriate methods.
- Coordinate with CP case management teams on referrals emerging from PSS activities.

## **Roving Support to Centers and MPC Operations**

- Provide roving support to all CP centers to ensure smooth implementation of daily activities.
- Support the Associate Officer – MPC in facilitating life skills sessions, coordinating schedules, space use, and participant flow across centers.
- Monitor center functioning, safety, and adherence to child safeguarding standards during visits.
- Identify gaps or challenges in center operations and report them to supervisors.

## **Volunteer Support and Coordination**

- Support orientation, guidance, and monitoring of volunteers across multiple camps and centers.
- Address minor volunteer issues and conflicts and escalate concerns as needed.
- Promote adherence to Code of Conduct and safeguarding standards among volunteers.

## **Safeguarding, Ethics, and Referral Support**

- Ensure safeguarding, PSEA, confidentiality, and best-interest principles are applied in all activities.
- Respond appropriately to disclosures and follow referral pathways and reporting mechanisms.
- Ensure children's dignity, safety, and wellbeing are always prioritized.

## **Documentation, Monitoring, and Reporting**

- Maintain basic records of activities, attendance, and community engagement sessions across camps.
- Support collection of monitoring data related to CP prevention and PSS activities.
- Provide regular updates to supervisors on field observations, challenges, and good practices.

## **Required Educational Qualification and Experience**

### **Experience:**

- Minimum 1–3 years of experience in child protection, community engagement, or PSS programming.
- Experience working across multiple locations or in a roving role is an advantage.
- Experience in refugee or emergency contexts preferred.

### **Education & Training:**

- Bachelor's degree in Social Work, Psychology, Sociology, Development Studies, or a related field.

## **Technical Skills and Knowledge**

- Understanding of child protection principles and safeguarding.
- Experience or willingness to learn structured PSS approaches.
- Strong coordination, facilitation, and communication skills.
- Ability to manage workload across multiple camps and centres.

## **Core Competencies**

- Commitment to child rights and wellbeing
- Accountability and integrity
- Respect for diversity and inclusion
- Flexibility and adaptability
- Teamwork and collaboration

## **Relationships**

- S/he will report to the Child Protection – Prevention Officer. S/he will work as a team member in this project.

## **Application instructions**

**Only those who meet the above requirements are requested to apply** following these instructions:

- Last date of application is **21 January 2026**
- Please [\*\*click here\*\*](#) to submit your application. (ActionAid only received applications through this online recruitment module)

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ActionAid Bangladesh aims to attract and select a diverse workforce ensuring equal opportunity to everyone, irrespective of race, age, gender, sexual orientation, HIV status, class, ethnicity, disability, location and religion. Any personal persuasion/phone-call will result in disqualification of candidature.

ActionAid Bangladesh has a non-negotiable policy of ZERO TOLERANCE towards child abuse, exploitation and child labor and expects all employees to abide by the Child Protection Policy of ActionAid Bangladesh.

***N.B: There is no cost involved with applying for positions with ActionAid Bangladesh. Any solicitation of job application costs should be regarded as fraudulent.***