

ActionAid is a global movement of people working together to achieve greater human rights for all and defeat poverty.

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

Fellow – Just Energy Transition

Project	:	Just Energy Transition
Location of posting	:	Dhaka
Types of contract	:	Fixed term contract
Duration of Contract	:	01 July – 31 December 2026
Number of Position	:	01 (One)
Salary and benefits	:	Monthly Honorarium will be BDT. 30,000 with other admissible benefit such as group life insurance etc

Job Summary

ActionAid Bangladesh, a leading international non-governmental organization working for social justice, equality, and poverty eradication through community-driven development, is seeking a **Fellow – Just Energy Transition**. This fellowship position is designed to support the planning, coordination, and delivery of the Renewable Energy Fest while also contributing to ActionAid Bangladesh's broader Just Energy Transition portfolio.

The Fellow will primarily assist in coordination and execution of events, while independently leading creative design, visual communication, and campaign content development. This role will also contribute to online and offline campaign implementation using findings from ongoing research on just energy transition, particularly the study on retired fossil fuel power plants.

This position requires a highly creative individual with strong visual storytelling skills who can transform advocacy messages into engaging communication products and campaign outputs.

Key responsibilities include (not limited to)

Support to Renewable Energy Fest Implementation, Event and Study Execution (45%)

- Support the planning, coordination, and implementation of the Renewable Energy Fest, ensuring timely delivery of activities and outputs.
- Assist in coordination with internal teams, partners, networks, vendors, and stakeholders for event logistics and execution.
- Contribute to the development of fest concepts, themes, exhibition materials, and campaign messages related to renewable energy and energy justice.
- Ensure proper documentation of fest activities through photography, videography, and collection of event outputs and success stories.
- Assist in logistical arrangements, vendor coordination, and compliance with organizational processes related to the fest.

Communication, Campaign, and Creative Content Development (25%)

- Develop visual and digital content (posters, banners, social media creatives, short videos, infographics) for the Renewable Energy Fest and JET advocacy campaigns.
- Manage and regularly update social media platforms related to Renewable Energy Fest and JETnet-BD with engaging and visually compelling content.
- Capture high-quality photos and videos during events, field activities, workshops, and campaigns using DSLR/mirrorless cameras.
- Support storytelling initiatives by producing visual content that highlights community voices, renewable energy solutions, and advocacy efforts.
- Design and produce campaign materials for online and offline dissemination using approved messages and findings from the Just Transition study.

Assist Team on Research, Documentation, and Knowledge Support (20%)

- Support documentation and organization of materials related to renewable energy, just energy transition, and fest-related activities.
- Assist in compiling and packaging study outputs, findings, and key messages for use in campaigns and communication materials.
- Contribute to newsletters, reports, and publications highlighting Renewable Energy Fest outcomes and campaign activities.
- Maintain organized documentation, digital assets, and archives of photos, videos, and communication products.
- Provide support in preparing communication-friendly summaries and materials based on research outputs for campaign use.

Team and Program Support (10%)

- Provide programmatic and coordination support to the JET team as required.
- Assist in organizing meetings, workshops, training, and public events at local and national levels.
- Support implementation of advocacy and campaign activities, including dissemination events related to the Just Transition study.
- Contribute to cross-team coordination and internal learning processes.

Required Educational Qualification and Experience

- Bachelor's degree in Social Science, Environmental Studies, Renewable Energy, Communication, Media Studies, Design, or a related field.
- Preferably at least one year of relevant experience in renewable energy, climate change, environment, advocacy, communication, or development work.
- Experience in organizing events, campaigns, or festivals is highly desirable.
- Previous engagement with civil society platforms, youth groups, networks, or community-based initiatives is an advantage.

Technical Skills

- Proficiency in Adobe Creative Suite (Photoshop, Illustrator) or equivalent design tools.
- Knowledge of DSLR/mirrorless photography and videography, including framing, lighting, and basic video editing.
- Understanding of design principles, typography, layout, and digital content formats.
- Working knowledge of MS Office packages and digital communication platforms.

Professional Competencies

- Strong creativity, visual storytelling ability, and attention to detail.
- Ability to work independently and manage multiple tasks under tight deadlines.
- Strong communication and collaboration skills with diverse stakeholders.
- Ability to work under pressure and adapt in fast-paced event environments.
- Willingness to travel across Bangladesh.
- Strong written and verbal communication skills in Bangla and English.
- Commitment to renewable energy, climate justice, and just energy transition principles.

Application instructions

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

- Last date of application is **Tuesday, 16 June 2026**.
- Please [click here](#) to submit your application.

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