

ActionAid Bangladesh (AAB) is looking for suitable candidate for the following position:

Case Worker

- Project : Strengthening Gender-based Violence (GBV) prevention services through OCCs at District and Upazilalevel and enhancing lifesaving response for women and girls through an integrated GBV and A/SRHR approach in the natural disaster-prone areas of Bangladesh' project, funded by UNFPA
- Number of positions : **02 (Only women are encouraged to apply)**
- Location of posting : Moheshkhali Upazila and Cox's Bazar Sadar
- Duration of Contract : Up to 31 December 2025 (having possibility of extension)
- Salary and benefits : Monthly Gross Salary with other admissible benefits such as mobile & internet allowance, medical benefit, group life insurance etc.

Job Summary

The caseworker will be responsible for providing psychosocial and initial case management services and support to the GBV survivor by providing information on individual counseling, follow-up support, and referral pathway services. She will provide GBV Case Management, PSS, PFA, and referral support and international standard of GBV case management must be adhered to when providing this aid.

Key responsibilities include (not limited to)

Provide case management service to the GBV survivors seeking service at OCCs

- Assess the survivor's needs and provide initial PSS.
- Develop/ Update the action plan for survivors.
- Refer to responsible person as per survivor's need with informed consent.
- Follow up the cases. Closing the case file with survivor's consent after meeting the needs.
- Provide 24/7 support in addition to the working hours while it is required for critical cases.
- Ensure survivor-centric GBV service provision from the hospitals and other referral points through strong collaborations with the relevant external actors

Maintaining communication with other stakeholders on a regular basis

- Build key relationships with other service providers.
- Communicating with responsible stakeholders on a regular basis before referring to the survivors.
- Updating referral pathway.
- Conducting outreach session

Reporting & Documentation

- Documentation of all GBV cases with maintaining confidentiality
- Developing spreadsheet of GBVIMS Data.
- Producing timely quantitative progress report (weekly, Monthly) of case management service.
- Submit the report to MHPSS officer on time.

Provide roving Case Management support in Cox's Bazar District

- Provide in person Case Management service in the evening and night shift when it is required.
- Provide roving support in other OCCs at Upazila levels (Ukhia, Teknaf, Moheshkhali, and Kutubdia) during emergency.
- Provide in person Case Management service during Eid/Puja and other government holidays considering the urgency and the need of the lifesaving service for the GBV survivors

Relationships

The person holds this position will be reportable to **Programme Coordinator - WFS**.

Required Educational Qualification and Experiences

Education

- Bachelor's degree in any subject related to social sciences or terms. Psychology background preferable.

Experience

- Minimum three years' experience in providing GBV Case Management service especially in the host community context.
- Experience in working with marginalized communities, social service/ development experience or advocacy programs.
- Experience working with non-governmental organizations or local government authorities.
- Experience of OCCs

Required Competencies

- Minimum three years' experience in providing GBV Case Management service especially in the host community context.
- Experience in working with marginalized communities, social service/ development experience or advocacy programs.
- Experience working with non-governmental organizations or local government authorities.
- Experience of OCCs

Application instructions

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

- Last date of application is **Sunday, 09 November 2025**.
- 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 Sexual Harassment, Exploitation and Abuse (SHEA), Child Protection Policy and other relevant safeguarding policies and expects all employees to abide by the Safeguarding Policies and Code of Conduct of ActionAid Bangladesh.

N.B: There is no cost involved with applying for positions at ActionAid Bangladesh. Any solicitation of fund / money from job applicant should be regarded as fraudulent