

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

**act:onaid**

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

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

Project	: Sustainable Solution and protection for the Rohingya Refugee Community in Camps (funded by UNHCR) Project
Location of posting	: Ukhiya, Teknaf (Roving across CP camps and centers)
Number of positions	: 05
Type of contract	: Fixed term contract
Duration of Contract	: Up to 31 December 2026 (if not extended)
Salary and benefits	: Monthly Gross Salary with other admissible benefits such as mobile & internet allowance, medical benefit, group life insurance etc

### **Job Context**

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)**

#### **1. 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.

#### **2. 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.

#### **3. Roving Support to Centres and MPC Operations**

- Provide roving support to all CP centers to ensure smooth implementation of daily activities.

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- 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.

#### 4. 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.

#### 5. 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.

#### 6. 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.

### Relationships

Associate Officer – Community Engagement & Child Protection will report to Officer - Child Protection Prevention.

### Required Educational Qualification and Experience

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

### Technical Skill:

- 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.

### Application instructions

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

- Last date of application is **04 May 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*