

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:

Project Manager

Project	:	Sustainable Solution and protection for the Rohingya Refugee Community in Camps, Funded by UNHCR
Location of posting	:	Cox's bazar
Types of contract	:	Fixed term contract
Duration of Contract	:	Up to 31 December 2024 (if not extended)
Number of Position	:	1
Salary and benefits	:	Monthly Gross Salary will be BDT. 159,923 with other admissible benefits such as mobile & internet allowance, medical benefit, group life insurance etc

Job Summary

The Project Manager for the Gender-Based Violence (GBV) Project will oversee the implementation, coordination, and effective management of GBV prevention and response activities within the refugee camps in Cox's Bazar. This role involves a strategic approach to planning, ensuring that all activities are well-organized and aligned with the overall objectives of the project. The Project Manager will supervise a diverse team, providing guidance and support to ensure that staff members are equipped with the necessary skills and knowledge to deliver high-quality services. Budget management is a key component of this role, requiring the Project Manager to allocate resources efficiently and transparently, ensuring that funds are utilized effectively to support project activities.

The Project Manager will work closely with both local and international stakeholders, fostering strong relationships and facilitating collaboration to enhance the protection and empowerment of women, girls, men, boys, and transgender individuals affected by GBV. This includes coordinating with camp management, humanitarian agencies, community leaders, and local authorities to create a supportive environment for survivors. The role also involves advocating for the rights and needs of GBV survivors, raising awareness about GBV issues, and promoting gender equality within the camps. By ensuring the delivery of comprehensive GBV services, the Project Manager will contribute to the overall safety and well-being of the refugee population..

Key responsibilities include (not limited to)

Program Planning

- Lead GBV assessments as required, maximizing available sources of information and opportunities for coordination, and ensuring compliance with safety and ethical standards
 - Identify local partners and women's networks to reinforce local efforts to promote women's and girls' rights and address GBV
 - Ensure that programs are driven by women and girls and planned with community stakeholders
 - Identify appropriate locations and orientation for services, including women and girls' safe spaces
- Contribute to concept notes/proposals/appeals as needed.

<https://actionaidbd.org/>

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Implementation and Capacity Building

- Work closely with GBV Technical team, GBV project staff, and program team to achieve program goals and ensure quality of GBV prevention and response initiatives
- Ensure adherence to GBV Minimum Standards, as well as relevant inter-agency guidelines and standards
Lead the delivery of program interventions, including the establishment and delivery of focused GBV response services
- Build capacity of program staff/volunteers/partners in relevant technical areas to deliver services and lead interventions
- Organize/support/facilitate technical trainings as needed, including GBV case management and clinical response to rape and intimate partner violence
- Establish and monitor supervision and support systems for GBV case management services
- Establish appropriate systems for information management
- Ensure effective community participation throughout implementation, including leadership of women and girls
- Work with teams and communities to develop appropriate prevention and awareness-raising/behavior change strategies
- Lead regular program monitoring and apply learning for continuous improvement of interventions
Contribute to regular program reports, on time and with accurate data
- Lead to implement GBV prevention programs SASA! Together, Girl shine, MRM and other prevention outreach initiatives.
- Lead to implement GBV response services through Safe hostel and community safe shelter management

Coordination, Representation and Advocacy

- Coordinate with other service providers, and collect community input, to establish and strengthen referral pathways
- Actively participate in relevant coordination meetings ensuring AAB GBV program visibility within the relevant coordination forums
- Coordinate with, and build capacity of, other sectors as possible to ensure integration of GBV concerns into various services and broader humanitarian response
- Represent program goals and GBV standards, advocating as necessary with relevant leaders, authorities, and humanitarian actors

Human Resources Management

- Select and orient program staff/volunteers/partners for effective implementation
- Support, coach and supervise staff to build capacity and strengthen quality of interventions
- Develop support strategies for staff, foster teambuilding, and introduce principles of self-care
- Provide supportive and constructive feedback and conduct regular performance appraisals.

Financial Management

- Develop work plans in line with financial pipelines
- Plan and procure supplies required for program activities, in line with budget and project timelines Ensure compliance with donor regulations

Security and Conduct

- Ensure compliance with security protocols and policies
- Consider security implications of all program activities, reviewing initiatives with appropriate stakeholders
- Foster a safe and supportive working environment for all GBV staff/volunteers/partners
- Exemplify core principles of GBV programming, including respect, non-discrimination, responsible use of power, nonviolence, and promotion of gender equality
- Contribute to the positive image and overall credibility of the program and organization, notably through adherence to the Code of Conduct and Ethics, including compliance with anti-harassment, safeguarding and PSEA policies

Relationships

Project Manager will report to **Head of Humanitarian Programme** of ActionAid Bangladesh

Required Educational Qualification and Experience

- Master's degree in social work, public health, international development, gender studies, or related field.
- Equivalent combination of relevant education and experience may be substituted as appropriate
- Typically, 5 years' relevant and progressive experience with GBV programming
- Demonstrated application of GBV core competencies and commitment to core principles of GBV programming
- Experience working in humanitarian contexts preferred

Technical Skills

- Familiarity with humanitarian architecture and the mandates/roles of donors, UN agencies, and other NGOs
- Strong knowledge of standards and guidelines for GBV programming, coordination, and data management
- Knowledge of standards and guidance related to protection from SEA
- Experience with, or strong knowledge of, GBV case management services
- Knowledge of, and/or experience with, relevant program approaches, eg. WGSS, Life Skills, EAŞE, EMAP, SASA!, etc.
- Facilitation experience
- Commitment to supportive supervision
- Experience working with local partners and community mobilization preferred
- Profound cross-cultural awareness
- Ability to exercise sound judgment, remain flexible, and apply experience and guidance to evolving challenges

Application instructions

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

- Last date of application is **Saturday, 10 August 2024.**
- 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