

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:

Community Volunteer

Project	:	Strengthening institutional capacity for democratic reforms through gender responsive and inclusive participation in decision making (GRIP Project), funded by UN Women
Location of Posting	:	Satkhira, Cox's Bazar, Kurigram and Jamalpur
No. of Position	:	04
Duration of Contract	:	Fixed-term contract up to 31 October 2026 (if not extended)
Honorarium/Payment	:	Daily BDT. 12,00 (maximum working days will be 20 days per month)

Key responsibilities include (not limited to)

- Mobilize community members, especially women and youth, for trainings, meetings, and awareness activities.
- Support field-level implementation of campaigns, consultations, and outreach sessions.
- Facilitate small group discussions and help disseminate project messages at community level.
- Maintain attendance sheets, collect basic data, and share updates with the Field Coordinator.
- Conduct community visits, follow up with participants, and promote women's leadership and inclusion.
- Coordinate with local groups, leaders, and volunteers to ensure smooth activity delivery.
- Uphold ActionAid's values, safeguarding standards, and gender-responsive practices.
- Any task assigned by line manager.

Relationships

The Community Volunteer directly report to the Deputy Manager-Worker Rights and Economic Empowerment.

Required Educational Qualification and Experience

- University degree preferred; HSC accepted with relevant experience
- Previous experience in community mobilization, volunteering, or grassroots work is an advantage.

Technical Skills

- Basic literacy and ability to maintain simple documentation.
- Good understanding of local community dynamics and social issues.
- Experience working with women, youth, or marginalized groups is preferred.

<https://actionaidbd.org/>

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- Comfortable facilitating discussions and engaging diverse community members

Application instructions

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

- The last date of application is **11 December 2025**. Due to emergency, recruitment may be on rolling.

The interested candidates are requested to apply early before deadline

- 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