

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

Manager – Resilience and Climate Justice

Department	:	Programme, Policy and Campaigns
Strategic Priority	:	Resilience and Climate Justice
Location of posting	:	Dhaka
Types of contract	:	Fixed Term Contract, up to December 2028
Number of position	:	1 (One)
Salary and benefits	:	Competitive Salary package will be offered to the deserving candidate with other admissible benefits such as festival bonus, provident fund, gratuity, medical benefit, group life insurance, Earned Leave encashment etc, as per HROD Policy.

Job Summary:

The Manager – Resilience and Climate Justice is responsible for leading and advancing ActionAid Bangladesh’s Strategic Priority on Resilience and Climate Justice, in line with the Country Strategic Paper (CSP). The role provides strategic, technical, and managerial leadership to integrate resilience, climate justice, and climate change adaptation perspectives across programmes, policies, and campaigns, while strengthening national, regional, and global advocacy, partnerships, and fundraising initiatives.

The position ensures alignment between Resilience and Climate Justice, climate change adaptation, and other strategic priorities, including Women’s Rights and Gender Equality, Young People, and Humanitarian Programmes, and represents ActionAid Bangladesh in key national and international platforms.

Key responsibilities include (not limited to):

1. Strategy, Programme, Policy and Campaign Leadership

- Lead the design, implementation, and periodic review of Resilience and Climate Justice strategies, programmes, policies, and campaigns in line with the CSP.
- Integrate resilience and climate justice perspectives across all organisational programmes, policies, and campaigns.
- Translate grassroots learning and advocacy messages into national, regional, and global policy influence.
- Design and lead campaigns on resilience and climate justice from local to global levels.

- Prepare annual plans, detailed work plans, and budgets, and ensure regular monitoring of progress and resource utilisation.
- Identify and manage programme and strategic risks related to resilience and climate justice.

2. Climate Change Adaptation Leadership and Programme Implementation

- Lead ActionAid Bangladesh's Climate Change Adaptation agenda across programme areas, aligned with UNFCCC processes, National Adaptation Plans (NAPs), and global and national adaptation frameworks.
- Design, guide, and oversee adaptation programmes in climate-vulnerable and disaster-prone contexts, including coastal and high-risk areas, ensuring locally led, risk-informed, and context-specific adaptation solutions.
- Integrate climate risk assessment, anticipatory action, and adaptive programming approaches into resilience, humanitarian, and development interventions.
- Translate climate science, local knowledge, and field-level learning into practical programme design, policy influence, and advocacy at national, regional, and global platforms, including COP-related processes.
- Ensure adaptation programming responds to loss and damage, climate finance priorities, and donor requirements while remaining grounded in climate justice and rights-based approaches.

3. Networking, Advocacy and Alliance Building

- Maintain active engagement with civil society networks and alliances, including CANSA, GNDR, PDD, and similar platforms.
- Build and sustain relationships with relevant government ministries, agencies, and institutions to mainstream climate justice in planning, budgeting, and monitoring processes.
- Ensure effective representation of ActionAid Bangladesh at national, regional, and international forums.
- Advocate for ActionAid Bangladesh and ActionAid International positions in relevant global policy spaces.
- Strategically and operationally support Country Management and the ActionAid International team to represent the organisation in global climate platforms, including COPs; track and follow up on commitments made by global powers; and support the development and implementation of organisational advocacy plans at national and international levels.

4. Fundraising and Partnership Management

- Operationalise ActionAid International and Federation priorities on resilience and climate justice at country level.
- Actively contribute to global programme, policy, and campaign initiatives, including participation in international platforms such as COP, GPDRR, UNDRR, UNFCCC, and related spaces.
- Collaborate with other ActionAid Countries to generate ideas for joint programming and fundraising.

5. Operationalisation of ActionAid International Priorities

- Operationalise ActionAid International and Federation priorities on resilience and climate justice at country level.
- Actively contribute to global programme, policy, and campaign initiatives, including participation in international platforms such as COP, GPDRR, UNDRR, UNFCCC, and related spaces.
- Collaborate with other ActionAid Member Countries to generate ideas for joint programming and fundraising.

6. Innovation, Programme Design and Organisational Responsibilities

- Lead and promote innovation in resilience and climate justice by generating and testing new programmatic approaches, tools, and methodologies.
- Design and pilot innovative project concepts that respond to emerging climate risks, community priorities, and donor trends, ensuring scalability and sustainability.
- Foster a culture of learning, creativity, and adaptive programming within the team and with partners.
- Champion and support ActionAid Bangladesh's Green Action initiatives and contribute to global green action efforts.
- Uphold ActionAid's values, safeguarding commitments, and Code of Conduct.

7. Leadership, Team Management and Capacity Building

- Provide strategic and operational leadership as a member of the Extended Leadership Team.
- Lead, manage, and develop a high-performing team, ensuring clarity of roles, accountability, and professional growth.
- Build staff and partner capacities on resilience, climate justice, advocacy, networking, and effective programming.
- Monitor team performance against organisational standards, competency frameworks, and KPIs, and address performance gaps.
- Contribute to the team building initiatives engaging with the extended team members and thematic projects.

8. Knowledge Management, MEAL and Reporting

- Ensure effective documentation, knowledge generation, and learning from programmes, campaigns, and research.
- Work closely with the MEAL team to establish and apply appropriate monitoring, evaluation, accountability, and learning frameworks.
- Ensure timely, high-quality narrative and financial reporting in compliance with organisational and donor requirements.
- Develop and implement communication and outreach strategies to strengthen engagement with stakeholders and donors.

9. Project Oversight and Coordination

- Oversee and coordinate all projects under the Resilience and Climate Justice portfolio.
- Ensure coherence and synergy between projects, programmes, and other strategic priorities.
- Track performance to ensure timely delivery of outputs within scope, quality, budget, and timeframe.

Relationships

The person holding this position will be directly reportable to the Lead – Youth, Resilience & Climate Justice with strategic support from the Country Director of ActionAid Bangladesh. S/he maintains a functional relationship with other strategic priorities and support units. S/he retains a close working relationship with relevant project teams for accelerated and effective implementation of projects. The incumbent will maintain liaison and network with ActionAid International/Federation and other country programmes. As ActionAid Bangladesh work with the local partners to implement the programme and projects, the incumbent will maintain a programmatic relationship with the partner organizations. At the national level, maintain the relationship with relevant government and non-government agencies/ministries and other stakeholders.

Required Educational Qualification and Experiences

Education

- Postgraduate or Master's degree in Climate Change, Environmental Science, Economics, Development Studies, or a related discipline.
- Trainings related to in Resilience and Climate Justice, Climate Adaptation will be added advantage.

Experience

- Minimum 5–6 years of relevant experience with national or international NGOs in resilience, climate change, or climate justice policy and programming.
- Proven experience in programme leadership, policy engagement, and advocacy.
- Demonstrated experience in fundraising and donor engagement.

Required Competencies

- Strong understanding of rights-based approaches to development.
- Strong technical understanding and practical working knowledge of climate change adaptation.
- Demonstrated commitment to continuously updating knowledge and skills in response to evolving climate priorities, policies, and global frameworks. Strategic thinking, planning, and programme management skills.
- Proven leadership, people management, and team-building capabilities.
- Strong negotiation, networking, and partnership management skills.
- Sound financial planning, budgeting, and grant management skills.

- Excellent written and verbal communication skills in both English and Bangla.
- Ability to manage multiple priorities and work under pressure.
- Demonstrated gender sensitivity and strong understanding of safeguarding, including Child Safeguarding, SHEA, and PSEA.

Required Competencies

Leadership: Possesses a strong grasp of organizational objectives, effectively leads and manages teams, communicates well, thinks strategically, and implements plans to achieve goals.

Emotional Intelligence: Demonstrates a deep understanding of own emotions and their impact, effectively regulates emotions and manages stress, shows empathy and connects with others, and utilizes emotional intelligence to build relationships and teams.

Communications: Exhibits strong verbal and written communication skills, collaborates effectively with internal and external stakeholders, and possesses project management skills to deliver presentations, reports, and monitor progress.

Networking: Demonstrates strong networking skills, represents the organization effectively, identifies partnership opportunities, and mentors team members on networking best practices.

Problem Solving: Analyses complex problems, proposes solutions aligned with organizational policies, prioritizes issues, works collaboratively on implementation, and guides team members on effective problem-solving techniques.

Learning Agility: Actively seeks feedback, adapts to changing circumstances, pursues continuous learning opportunities, and encourages others to learn and adapt, including technological tools.

Planning and Organising: Considers various factors in the planning process, identifies activities for service improvement, challenges inefficiencies, removes barriers, and provides resources and encouragement to anticipate and address issues.

Decision Quality: Makes informed decisions based on analysis, considers alternative options and stakeholder perspectives, and takes accountability for decision quality and impact.

Resource Management: Anticipates risks, effectively allocates and controls resources, finds ways to optimize resource utilization, assigns roles and responsibilities for team effectiveness, and manages workload.

Application instructions

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

- The last date of application is **26 December 2025**
- Please [Click Here](#) to submit your application.

ActionAid Bangladesh aims to attract and select a diverse workforce, ensuring equal opportunity for 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 funds/money from a job applicant should be regarded as fraudulent.