

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

## **Trainer – Embroidery**

- Project : Prevention and Response to Violence against Children and Women in Rohingya Camps and Host communities project funded by UNICEF ( phase V)
- Location of posting : Ukhiya, Cox's Bazar
- Types of contract : Fixed term contract
- Duration of Contract : Up to 9 May 2023 (if not extended)
- Number of Positions : **2 (only women are encouraged to apply)**
- Salary and benefits : Competitive salary with other admissible benefits such as medical benefit, mobile & internet allowance and group life insurance etc

## **Job Summary**

Bonding good communication with all participants and maintaining training participants. Ensure all attendance and program participants. Regularly maintain store register and raw material. Teach to business plan in program participant. Mountain Formation and training session part. Prepare weekly by the weekly and monthly reports.

## **Key responsibilities include (not limited to)**

- Provide training both vocational & life skills among the training participants
- Group formation, orientation, and development of a business plan
- Visit home to home of Rohingya Women and Girl's.
- Ensure attendance and maintain the attendance and other document
- Maintain the training equipment that is used in the center
- Prepare reports and success stories on a regular basis
- Prepare requisition for raw materials and equipment

## Relationships

The person holds this position will be reportable to **Programme Officer – GBV (Gender Based Violence)**

## Required Educational Qualification and Experiences

### Education

- Graduate in any discipline. (Education is flexible in terms of experience in relevant field)

### Experience

- At least one-year relevant experience
- Experience in working with marginalized/vulnerable groups

## Required Competencies

- Fluency in Local Language
- Understanding of training, session plan development
- Good communication skill
- Ability to work independently and foster a team spirit.
- Ability to work under pressure and tight deadlines.
- Skills in report writing, documentation and presentation.
- Gender sensitive and familiar with humanitarian principles, Human Rights Based Approach.

## Application instructions

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

- Last date of application is **Saturday, 04 June 2022.** \_
- 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**