

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:

## **Fellow - Resilience and Climate Justice**

|                     |   |   |
|---------------------|---|---|
| Location of posting | : | Dhaka   |
| Strategic Priority  | : | Resilience and Climate Justice  |
| Types of contract   | : | Contractual   |
| Duration            | : | 11 Months   |
| Number of position  | : | 1 (One)   |
| Monthly Honorarium  | : | Monthly Honorarium will be <b>BDT 30,000</b> with group life insurance coverage |

### **Job Summary**

The main purpose of the position is to provide support to the team as needed for the project. This includes organizing advocacy and campaign events, mobilizing communities and CSOs, conducting research to gather evidence on adaptation, resilience, climate justice, climate finance, loss & damage, environmental issues, land, and human rights. Additionally, the fellow will assist in addressing organizational emergencies and priorities as required.

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

#### **Campaign-Advocacy Development and Community Engagement (Total Time: 40%)**

- Plan, develop, and execute campaign and advocacy plan related to the priority of resilience and climate justice unit.
- Collaborate and engage with policymakers, stakeholders, network members and local communities to raise awareness, mobilize support, and organize events.
- Participate in preparatory work of the events and communicate with participants and guests as per the requirement.
- Facilitate community meetings, workshops, and capacity development initiatives.
- Assist the team with any documentation or administrative needs.
- Perform other duties as assigned by the line manager related to the organization.

#### **Research and Analysis (Total Time: 30%)**

- Support in designing and roll-out of research/study for evidence/knowledge generation.
- Support advocacy efforts by researching and preparing policy briefs, reports, and other advocacy materials.
- Support in collecting information and drafting documentation of case stories collected from field for article publication or for donor reports.

#### **Monitoring, Evaluation, and Reporting (Total Time: 20%)**

- Assist in monitoring and evaluating the impact of campaigns, advocacy efforts, research initiatives, and other activities.
- Prepare regular reports and case studies on the progress and outcomes of various initiatives.

<https://actionaidbd.org/>

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## Team Support (Total Time: 10%)

- Provide support to the team in various tasks and initiatives, ensuring smooth collaboration and workflow.
- Assist with organizing team meetings, workshops, and training sessions.
- Contribute to the development of internal resources and tools to enhance team efficiency.

## Relationships

Under the direct supervision of the **Manager – Resilience and Climate Justice**, she/he is expected to maintain a functional relationship with her/his peers in the team, priority and project management team. S/he must be able to communicate with other teams and units, both program and function regarding programme and operational issues.

## Required Educational Qualification and Experience

- Bachelor's degree in related field.
- Minimum one year of relevant experience (preferably in resilience, climate change, environment, and human rights) in any development organization.
- Advocacy experience in environmental and climate justice, human rights is preferable.

## Technical Skills

- Skill on documentation and reporting.
- Good interpersonal skills.
- Ability to work under pressure and deadlines.
- Willingness to learn and stay updated on global trends.
- Openness to travel across Bangladesh.
- Strong communication skills in Bengali and English.
- Ability to work collaboratively with diverse stakeholders.
- Commitment to human rights based approach (HRBA) principles.
- Working experience in report writing, evidence collection and case study.
- Excellent written and verbal communication skill both in Bangla and English
- MS Office packages.

## Application instructions

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

- Last date of application is **02 June 2026**
- Please [click here](#) to submit your application. (ActionAid only received applications through this online recruitment module).

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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.**