

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

Associate Officer – Community Engagement & Child Protection

Project	: Sustainable Solution and protection for the Rohingya Refugee Community in Camps (funded by UNHCR) Project
Location of posting	: Teknaf
Type of contract	: Fixed term contract
Duration of Contract	: Up to 31 December 2026 (if not extended)
Salary and benefits	: Monthly Gross Salary BDT. 49,290 with other admissible benefits such as mobile & internet allowance, group life insurance etc.

Job Context

The Associate Officer – Community Engagement & Child Protection is responsible for supporting community-based child protection activities across multiple camps and centers, including delivery of structured Psychosocial Support (PSS) interventions. The role also supports the Associate Officer – MPC to ensure smooth, safe, and well-coordinated center operations. The position requires regular movement between CP camps and centers to strengthen program quality, consistency, and community engagement.

Key responsibilities include (not limited to)

1. Community Engagement and Child Protection Programming

- Implement community-based child protection activities across all assigned CP camps and centers.
- Engage children, caregivers, community leaders, and volunteers to strengthen protective community mechanisms.
- Promote awareness on child protection risks, positive parenting, and child wellbeing through structured sessions.
- Ensure activities are inclusive, child-friendly, and culturally appropriate across locations.

2. Structured Psychosocial Support (PSS)

- Facilitate or co-facilitate structured PSS sessions for children and caregivers in different camps and centers.
- Support identification of children requiring additional protection or specialized services and ensure timely referrals.
- Ensure PSS activities follow approved tools, child-centered approaches, and age-appropriate methods.
- Coordinate with CP case management teams on referrals emerging from PSS activities.

3. Roving Support to Centres and MPC Operations

- Provide roving support to all CP centers to ensure smooth implementation of daily activities.

- Support the Associate Officer – MPC in facilitating life skills sessions, coordinating schedules, space use, and participant flow across centers.
- Monitor center functioning, safety, and adherence to child safeguarding standards during visits.
- Identify gaps or challenges in center operations and report them to supervisors.

4. Volunteer Support and Coordination

- Support orientation, guidance, and monitoring of volunteers across multiple camps and centers.
- Address minor volunteer issues and conflicts and escalate concerns as needed.
- Promote adherence to Code of Conduct and safeguarding standards among volunteers.

5. Safeguarding, Ethics, and Referral Support

- Ensure safeguarding, PSEA, confidentiality, and best-interest principles are applied in all activities.
- Respond appropriately to disclosures and follow referral pathways and reporting mechanisms.
- Ensure children's dignity, safety, and wellbeing are always prioritized.

6. Documentation, Monitoring, and Reporting

- Maintain basic records of activities, attendance, and community engagement sessions across camps.
- Support collection of monitoring data related to CP prevention and PSS activities.
- Provide regular updates to supervisors on field observations, challenges, and good practices.

Relationships

Associate Officer – Community Engagement & Child Protection will report to Officer - Child Protection Prevention.

Required Educational Qualification and Experience

- Bachelor's degree in Social Work, Psychology, Sociology, Development Studies, or a related field.
- Minimum 1–3 years of experience in child protection, community engagement, or PSS programming.
- Experience working across multiple locations or in a roving role is an advantage.
- Experience in refugee or emergency contexts preferred.

Technical Skill:

- Understanding of child protection principles and safeguarding.
- Experience or willingness to learn structured PSS approaches.
- Strong coordination, facilitation, and communication skills.
- Ability to manage workload across multiple camps and centres.

Application instructions

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

- Last date of application is **31 October 2026 (Wednesday)**. Due to emergency, recruitment will 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 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