

## **Job Vacancies at RTM International**

**Job Circular No.:** 20251215-031

**Position:** Midwife

**Reports To:** Midwife Supervisor

**Number of Vacancies:** 47

Research, Training and Management (RTM) International NGO implement different projects supported by Government of Bangladesh, UNFPA, UNICEF and others development partners. To provide Sexual and Reproductive Health (SRH) services within the Women-Friendly Space (WFS) in different location RTM requires to fill up some vacancies in Midwife positions.

### **Position Summary :**

The Midwife will be responsible for delivering comprehensive Sexual and Reproductive Health (SRH) services within the Women-Friendly Space (WFS) and supporting Primary Health Care (PHC) service delivery in the Rohingya refugee camps. The role focuses on ensuring safe, confidential, inclusive, and high-quality care for women and adolescent girls, in line with national guidelines and international standards. The Midwife will provide family planning services, clinical management of rape support, sexually transmitted infection management, GBV-informed and disability-inclusive care, basic PHC services, referral coordination, and awareness activities at both facility and community levels.

### **Job Responsibilities:**

- The Midwife will provide comprehensive family planning counseling to women and couples using a rights-based and informed choice approach. This includes offering short-acting and long-acting reversible contraceptive methods within the approved scope of practice, such as oral contraceptive pills, injectable contraceptives, condoms, and referrals for implants and IUCDs where trained and authorized. The role includes follow-up care, management of side effects, referral of complications, and promotion of birth spacing, postpartum family planning, and adolescent-friendly services.
- The Midwife will provide survivor-centred, confidential, and timely care to survivors of gender-based violence, including rape, following national and inter-agency Clinical Management of Rape protocols. Responsibilities include offering or facilitating access to emergency contraception, STI prophylaxis and treatment, tetanus toxoid and hepatitis B vaccinations when applicable, and psychosocial first aid, while ensuring informed consent, strict confidentiality, and safe referral to GBV case management, psychosocial, legal, and protection services.
- The Midwife will assess and manage clients presenting with signs and symptoms of sexually transmitted infections using syndromic management guidelines. This includes providing appropriate treatment, counselling, follow-up, prevention education, promotion of condom use and partner notification, and referral of complicated cases or suspected HIV and syphilis cases to designated facilities.
- The role involves delivering individual and group counselling on family planning and reproductive choices, pregnancy, childbirth and postnatal care, GBV risk awareness and

available support services, menstrual hygiene management, and STI and HIV prevention. Counselling services must be adolescent-friendly, culturally sensitive, and confidential.

- The Midwife will ensure equitable and inclusive access to WFS for women and girls with disabilities by identifying specific needs, adapting service delivery related to privacy, communication, and physical access, coordinating referrals to specialized services when required, and promoting dignity, respect, and non-discrimination in all interactions.
- The Midwife will identify clients requiring specialized or advanced care and ensure timely and safe referral to appropriate SRH facilities, emergency obstetric and newborn care centers, PHC facilities, GBV case management services, and mental health and psychosocial support services. Referral follow-up and outcomes must be tracked and documented accurately.
- The role includes conducting regular awareness and health education sessions within the Women-Friendly Space and in community settings in collaboration with outreach teams and volunteers. Topics include family planning and birth spacing, GBV prevention and available services, STI prevention and treatment, menstrual hygiene, and maternal, newborn, and women's health. The Midwife will support community mobilization activities to improve utilization of WFS.
- The Midwife is responsible for maintaining accurate, confidential, and up-to-date documentation, including family planning registers, CMR records, STI and PHC treatment logs, referral registers, and session attendance sheets. The role includes preparing daily, weekly, and monthly reports, ensuring data quality, and complying with safeguarding and data protection policies.
- The Midwife will work closely with PHC staff, medical officers, GBV caseworkers, protection teams, community health & nutrition workers, supervisors, and other relevant stakeholders to ensure integrated and effective service delivery. This includes maintaining strong communication and referral linkages with partners within the WFS, health focal points, and camp-level stakeholders, regularly attending camp health sector meetings, updating referral pathways, and informing supervisors of relevant developments.
- The Midwife will ensure that the midwifery room within the Women-Friendly Space is well organized, welcoming, and functional, with appropriate visibility, IEC materials, and flip charts available, and will coordinate with supervisors to maintain service quality. The role also includes promoting a safe and respectful environment by actively participating in safeguarding trainings and supporting colleagues to understand and comply with safeguarding policies.
- In addition, the Midwife will provide essential Primary Health Care services to women and adolescent girls within the scope of practice, including assessment and management of common illnesses such as fever, respiratory tract infections, and minor ailments, in accordance with national PHC guidelines. Responsibilities include conducting initial assessments, monitoring vital signs, identifying danger signs, delivering first aid and basic emergency care, and ensuring timely referral of emergency and complicated cases. The Midwife will support antenatal and postnatal follow-up within PHC services, including nutrition counseling, promotion of iron-folate supplementation, and provision of relevant health education, while adhering strictly to Infection Prevention and Control standards.
- Carry out duties as directed by the Supervisors.
- The Midwife will perform any other duties assigned by the organization in line with program objectives, emergency response needs, and organizational priorities.

<b>Employment Status:</b>	Contractual
<b>Salary :</b>	=50,000/- BDT
<b>Job Location:</b>	Cox'sbazar District & Bhasanchar Island
<b>Educational requirements:</b>	<ul style="list-style-type: none"> <li>▪ Diploma in Midwifery with certificate from Bangladesh Nursing and Midwifery Council and Valid BNMC registration.</li> </ul>
<b>Experience and other Requirements:</b>	<ul style="list-style-type: none"> <li>▪ Working experience at Rohingya refugee camp will be an asset.</li> <li>▪ Good communication skills in both English and Bangla.</li> <li>▪ Knowing the Chattagram language will be an asset for the candidates.</li> <li>▪ Training in Family Planning, CMR, STI management, and GBV response is highly desirable.</li> <li>▪ Candidates with experience working at a WFS Centre will be given preference.</li> </ul>
<b>Compensation &amp; other benefits:</b>	As per organization policy
<b>Last date of submission:</b>	<b>21 December 2025 (recruitment will be on rolling basis)</b>
<b>Applying to:</b>	<a href="mailto:job01@rtm-international.org">job01@rtm-international.org</a>

**Read Before Apply:**

The incumbent will maintain and abide by the RTM International Code of Conduct in discharging any duties in the refugee camps (while interacting/treating/counseling the refugee population) and commit to abide by the PSEA core principles and other issues.

**Attention:**

RTM International has a Policy regarding Protection against Sexual Exploitation and Abuse (PSEA), a Gender Policy, and a Child Protection Policy. The organization has a Policy of Zero Tolerance regarding this issue. Candidates having knowledge of PSEA will be preferred. Female candidates are encouraged to apply.

**### Application Instruction ###**

**Job Circular No.: 20251215-031**

***(Applicant must mention job circular no. & Position in E-mail Subject Line)***

Interested candidates may apply through e-mail to **the Director (Administration), RTM International, 581 Shewrapara, Mirpur, Dhaka 1216** by sending their application and details CV along with recent passport size photographs, copy of NID, copy of all academic certificates and contact details **on or before 21 December 2025** to E-mail address: [job01@rtm-international.org](mailto:job01@rtm-international.org) ***(indicating Circular No. & Position name in the Subject line)***.

Only short-listed candidates will be called for interview.

No TA/DA will be provided for attending the interview.

**Director (Administration)**