

Job Vacancies at RTM International

Job Circular No.: 20261006-017.5

Position: Technical Officer (CHW, ASRH, TBA)

Reports To: Sr. Project Manager

Number of Vacancies: 01

Research, Training and Management (RTM) International NGO working in the Cox's Bazar to implement different projects supported by Government of Bangladesh, UNFPA, UNICEF and others development partners. To support the UNFPA funder project implementation, RTMI requires to fill up the vacancy for the position of Technical Officer (CHW, ASRH, TBA).

POSITION'S JOB SUMMARY

Under the supervision of the Sr. Project Manager, the Technical Officer (CHW, ASRH, TBA) will provide technical and operational support for community health, adolescent and sexual and reproductive health (ASRH), and Traditional Birth Attendant (TBA) program activities. The position will support program planning, design, module development, quality implementation, field-level coordination, monitoring, reporting, logistics management, and capacity strengthening of relevant field staff.

Key Responsibilities:

A. Programme implementation:

- Oversee all aspects of managing the Community SRH program with a focus to Community Health Workers and ASRH programme.
- Support in proper implementation of the community SRH programme and ASRH programme.
- Providing supportive supervision to the CHW supervisors, ASRH health educators, CHWs, TBAs for the quality SRH programme.
- Provide technical support to develop training and other informative educational communication (IEC) materials targeted for community SRH & ASRH programme.
- Liaise with other stakeholders in the camp, like other SRHWG partners, and the CHW-WG.
- Support the integration process of the SRH, ASRH, MHPSS, and GBV programme in the community.
- Assessing ASRH needs of the community and designing program implementation plan in consultation with the SRHR team.
- Determine appropriate strategies to improve the existing ASRH program implementation in the community.
- Advocate, facilitate, and support in the development of adolescent-responsive health system to deliver adolescent-responsive SRHR services in the facilities.
- Contribute and support the functioning of the Midwifery Aid/ TBA program under the SRH-WG.
- Support for SRHR programming with a focus on the integration of the SRH and A&Y activities in the community.

B. Capacity Building:

- Identify training needs of the community health workers and other health workforce working in the community to improve the community SRH programme and ASRH programme.
- Participate in facilitating training to enhance and strengthen the Community SRH programme and the ASRH programme.
- Support preparing concept notes, training packages, and module development on the community health programs.
- Contribute to capacity-building initiatives of the health sector, SRHWG, CHWG, and GBVSS.

C. Coordination:

- Coordination with the community Outreach Coordinator, Sr. Program Officer, and CHW supervisors.
- Work closely with UNFPA, UNFPA's implementing partners, SRH-WG, CHW-WG partners, UN agencies and Government counterpart to represent SRHWG in field coordination meetings and to ensure that SRH issues are adequately addressed

D. Monitoring and reporting:

- Contribute to the preparation and dissemination of reports as required.
- Contribute to timely data analysis, evaluate the program, and deliberation of reports.
- Routine field monitoring visits to the implementation sites to ensure proper implementation of the community SRH & ASRH programme.

E. Any Other Duties:

- Perform any other duties as required by supervisor.

Employment Status:	Contractual
Salary :	=70,355/- BDT
Job Location:	Ukhiya, Cox's Bazar with frequent visits to other operational locations.
Educational requirements:	• Bachelor's degree in Public Health, Population Sciences, Social Sciences, or a related discipline from a recognized institution. • Advanced University degree (Master's or equivalent or above) in public health or relevant Social Science.
Experience and other Requirements:	• Minimum 3-5 years of experience in the field of Public Health with at least 1 year in the area of SRHR and/or emergency response, including field experiences. • Practical experience of Bangladesh health sector and service delivery. • Demonstrated networking and working experience with the key development partners and stakeholders. • Knowledge and understanding of UN/UNFPA humanitarian/development programming and operations and about UN common programming principles including

	human rights-based approach, gender equality and capacity development. • Practical experience facilitating and training of staff and partners, preferably for SRHR-related activities. • Previous experience and expertise in M&E frameworks and concepts.
Compensation & other benefits:	As per organization policy
Last date of submission:	13 October 2026
Applying to:	job01@rtm-international.org

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

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

Interested candidates may apply 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 13 October 2026** to E-mail address: 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)