

RTM International Disaster Risk Reduction (DRR) Expert

Application Deadline: 18 Jan 2025

★ Shortlist

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< All Requirements Responsibilities Skills & Expertise Salary & Benefit >

Summary

Vacancy: 1 Location: Cox's Bazar (Ukhia) Experience: 4 to 5 years
Published: 14 Jan 2025

Applicants are encouraged to submit **Video CV**.

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Requirements

Education

- A master's degree in Disaster Management, Environmental Science, Geography, Public Health or a related field.

Experience

- 4 to 5 years

Additional Requirements

- Must have strong knowledge of the Rohingya context in Cox's Bazar and Bhasan Char
- Specialized training in disaster preparedness, emergency response, or gender-sensitive programming is an asset.
- At least 4-5 years of experience in disaster risk reduction and management, preferably in humanitarian settings.
- Proven expertise in implementing gender-responsive DRR strategies, particularly in the Rohingya refugee context.
- Strong understanding of the socio-cultural dynamics of Cox's Bazar and Bhasan Char.
- Demonstrated experience in capacity-building initiatives and working with community-based organizations.
- Strong knowledge of international DRR frameworks and tools.
- Excellent project management and coordination skills with the ability to handle complex, multi-stakeholder initiatives.
- Exceptional communication and facilitation skills in English and Bengali (knowledge of local dialects is advantageous).
- Ability to produce high-quality reports and presentations tailored to diverse audiences.
- Cultural sensitivity and the ability to navigate complex humanitarian and development contexts

Responsibilities & Context

TITLE OF THE PROJECT: To enhance advocacy and leadership capacities to promote gender, women's empowerment, GBV and social cohesion for Rohingya women and women-led organizations.

Place of Posting : Court Bazar, Ukhiya, Cox's Bazar

Working area : Cox's Bazar and Bhasan Char

Work engagement : Full time position (Contractual)

Report to : Team Leader

MAJOR RESPONSIBILITIES:

- In collaboration and under the direction of Team Leader, the DRR Expert will perform:
- Provide support in translation of training module to Bengali and Burmese language
- Conduct training-of-trainers (ToT) workshops for Women-Led Organizations (WLOs) and Women's Rights Organizations (WROs) on disaster risk preparedness (DRR) in Cox's Bazar and Bhasan Char tailored to local contexts.
- Coordinate the conduction of the assessment to identify the necessary emergency relief items for the Rohingya and host community volunteers.
- Supervise the training of female volunteers in Cox's Bazar and Bhasan Char on disaster and emergency preparedness facilitated by of RTMI trainers and/or WLOs and WROs
- Provide two half-day trainings with CiCs and conduct two events which include the Refugee Relief and Repatriation Commissioner (RRRC) and the Department of Women Affairs (DWA).
- Develop training and capacity development plan 2024-2026 for Gender Volunteers
- Coordinate with the Refugee Relief and Repatriation Commissioner (RRRC), Department of Women Affairs (DWA), and Camp-in-Charge (CiC) officials to implement disaster preparedness activities.
- Facilitate partnerships between humanitarian actors, community leaders, and government stakeholders to strengthen DRR interventions.
- Supervise the implementation of DRR initiatives, ensuring activities are completed on schedule and aligned with project objectives.
- Prepare detailed reports on DRR activities, documenting lessons learned and share best practices across project teams and UN Women, challenges faced, and success stories.
- Maintain clear and comprehensive records.
- Work in close coordination with the Team Leader and other project staff
- Any other task, assign by the management.

Skills & Expertise

Good Communication Skill (Bangla and English)

Compensation & Other Benefits

- As per organization policy

Workplace

Work at office

Employment Status

Full Time

Job Location

Cox's Bazar (Ukhia)

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.

Apply Procedure

Hard Copy

Job Circular No.: 20250113-001

(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 CV along with recent passport size photographs, copy of NID, copy of all academic certificates and contact details **on or before 18 January 2025**. The applicant is also requested to send a soft copy of the application to Email: job08@rtm-international.org (*indicating name of the Position in the E-mail Subject line*).

Submit your CV as per RTM International's CV format file (CV download Link: <http://rtm-international.org/478/>).

Only short-listed candidates will be called for interview.

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

Director (Administration)

Company Information

RTM International

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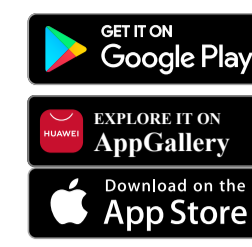
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Our Contact Centre is available from 9 am to 8 pm (Saturday to Thursday).