

RTM International Team Leader - DRR

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: At least 2 years
Published: 14 Jan 2025

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

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Requirements

Education

- Master's degree in Social Science, Gender Studies, Development Studies, or related fields.

Experience

- At least 2 years

Additional Requirements

- At least 4-5 years of experience in gender-transformative programming in humanitarian settings.
- Proven skills in project management, coordination, and stakeholder engagement.
- Proven experience managing diverse, multi-disciplinary teams, with a focus on building capacity for gender-sensitive programming.
- Exceptional project management and leadership skills, with the ability to manage multiple priorities.
- Familiarity with monitoring and evaluation frameworks that incorporate gender-responsive indicators.
- Excellent communication skills in English and Bengali (knowledge of local dialects is a plus).
- Strong analytical and report-writing skills, with experience in producing donor-quality reports.
- Cultural sensitivity and the ability to work effectively in diverse and challenging environments.
- Prior experience working in refugee settings, particularly with vulnerable populations such as women and marginalized groups, is highly preferred.

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, Ukhia, Cox's Bazar

Working area : Cox's Bazar and Bhasan Char

Work engagement : Full time position (Contractual)

Report to : Project Director

MAJOR RESPONSIBILITIES:

- In collaboration and under the direct supervision of Project Director, the Team Leader will perform:
- Project Leadership and Coordination: Lead the overall implementation of the project in Cox's Bazar and Bhasan Char, ensuring alignment with gender-transformative approaches and project objectives. Coordinate activities to enhance disaster preparedness and resilience-building among vulnerable women and communities.
- Ensure Gender-Responsive training session: Assist DRR Trainer to conduct training to female Rohingya refugee and host community volunteers to build their capacities on disaster emergency preparedness.
- Stakeholder and Partner Relations: Build and maintain strategic relationships with local authorities, NGOs, donor agencies, and community stakeholders to enhance project delivery, collaboration, and visibility.
- Monitoring and Evaluation Oversight: Track project progress and impact using project monitoring framework and adjust strategies as needed and routine field visit to working area.
- Team Management and Capacity Building: Supervise and support DRR project team members and women leadership project, fostering professional growth and ensuring capacity-building efforts for staff and local partners in gender equality and disaster resilience practices.
- Advocacy and Representation: Represent the project in external platforms, workshops, and forums, advocating for gender-transformative approaches in disaster preparedness and resilience-building initiatives, if required.
- Quality Assurance and Risk Management: Oversee quality assurance processes across all project activities. Identify and mitigate risks, ensuring the project adheres to high standards and achieves its intended outcomes.
- Leadership in Crisis Management: Lead efforts to ensure the safety and well-being of the project team during emergencies. Provide guidance in managing crisis situations effectively, maintaining project continuity and staff morale.
- Reporting and Documentation: Ensure timely, accurate, and high-quality reporting of project progress, outcomes, and challenges to the Project Director, donors, and other relevant stakeholders.
- Any other responsibility assigned 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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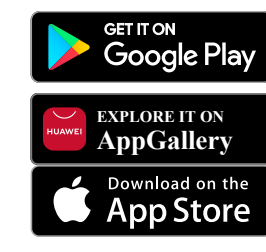
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Our Contact Centre is available from 9 am to 8 pm (Saturday to Thursday).