



## **Job Vacancies at RTM International**

Research, Training and Management (RTM) International NGO working in Cox's Bazar to implement different projects supported by the Government of Bangladesh, UNFPA, UNICEF and other development partners. To provide Sexual and Reproductive Health (SRH) services in different locations, RTM requires filling up some vacancies in Midwife Supervisor positions.

**Job Circular No.:** [20250520-008\(03\)](#)

**Position:** Midwife Supervisor

**Number of Vacancies:** One (01)

### **Job Responsibilities:**

- Provide direct clinical supervision to midwives by observing practices, offering constructive feedback, and ensuring adherence to protocols and best practices.
- Mentor and support midwives in developing their clinical skills, knowledge, and confidence in managing pregnancy, childbirth, and postpartum care.
- Address and resolve clinical challenges or emergencies encountered by midwives to ensure the safety and well-being of patients.
- Manage and maintain essential supplies, equipment, and medications for reproductive health services.
- Oversee the implementation of clinical protocols and guidelines for maternal and newborn care.
- Monitor and evaluate the quality of care provided at the clinic, identifying areas for improvement and implementing corrective measures.
- Contribute to developing and implementing PHC programs focusing on maternal and newborn health.
- Identify training needs for midwives and participate in conducting training sessions on key topics.
- Maintain updated knowledge of best maternal and newborn health practices to enhance service delivery.
- Collaborate effectively with healthcare professionals, community leaders, and stakeholders to ensure comprehensive care for women and newborns.
- Advocate for the needs of women and girls in the refugee camps, promoting access to high-quality reproductive health services.
- Maintain close communication and follow guidance from the Head of Operations – Field, Medical Officer in charge, and Medical Coordinator.
- Ensure compliance with RTM International policies, including HR Policy, PSEA, Code of Conduct, and Workplace Policy.
- Perform any additional tasks assigned by the authority to support organizational objectives.

|                                  |  |
|----------------------------------|--|
| <b>Employment Status:</b>        | Contractual  |
| <b>Job Location:</b>             | Ukhiya, RTMI PHC (Cox's Bazar)   |
| <b>Educational requirements:</b> | Diploma in Midwifery with a certificate from the Bangladesh Nursing and Midwifery Council. |



## Research, Training and Management (RTM) International

|   |   |
|---|---|
| <b>Experience and other Requirements:</b> | <b>Minimum 2 years' experience in the related field</b><br>The Following capabilities are mandatory: <ul style="list-style-type: none"><li>▪ Working experience at the Rohingya refugee camp will be an asset.</li><li>▪ Good communication skills in both English and Bangla.</li><li>▪ Knowing the Chattogram language will be an asset for the candidates.</li></ul> |
| <b>Compensation &amp; other benefits:</b> | As per the organization's policy  |
| <b>Last date of submission:</b>           | <b>28<sup>th</sup> May 2025</b>   |
| <b>Applying to:</b>                       | <a href="mailto:job03@rtm-international.org">job03@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/counselling the refugee population) and commit to abiding 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.: **20250520-008(03)**

**(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 photograph, copy of NID, copy of all academic certificates and contact details **on or before 28 May 2025** to E-mail address: [job03@rtm-international.org](mailto:job03@rtm-international.org) (indicating Circular No. & Position name in the Subject line).

Submit your CV as per RTM International's CV format file (CV download Link: <http://www.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)**

RTM International