



## Job Vacancy

<b>Title:</b>	Community Outreach Officer
<b>Sector:</b>	Education
<b>Location:</b>	Mogadishu
<b>Duration:</b>	1 year; Renewable
<b>Closing Date:</b>	26/02/2014
<b>Start of Contract:</b>	15/03/2014

### **BACKGROUND ON CISP SOMALIA EDUCATION PROGRAMS**

Comitato Internazionale Per Lo Sviluppo Dei Popoli – CISP (International Committee for the Development of Peoples) is a development organization established in Rome in 1983, to engage against the impact of poverty and denied rights worldwide. In Somalia, CISP has put in place mechanisms to support local communities and authorities to provide quality pre-primary, primary, non formal and vocational education. In both remote rural areas and urban centers, CISP is working to promote equitable access to education, to reduce drop outs (for both boys and girls) and to improve learning outcomes for all.

CISP is implementing a three year education program in Somalia dedicated to improving equitable access to education and improving learning for all. The program's purpose is to enrol more girls and boys in school, inspire them to stay in school, and make sure they graduate school with the knowledge that enables them to break the cycle of poverty. The program is dedicated to improving quality of education and to ensuring sustainability. The program works with communities, parents, teachers, girls and boys alike to promote equitable access to education and to improve learning outcomes at schools and other training facilities.

### **Job Purpose**

The Community Outreach Officer will organize and conduct community outreach discussions and events as well as support the Education Program Officers in implementation of activities and in data collection at schools and training centers. The Officer will maintain strong networks of School CECs and teachers, youth groups, child clubs and women's organizations in support of education activities. The Officer will also support the Education Program Officers with other tasks and duties as needed.

### **Key Responsibilities**

#### **Project Planning and Implementation**

- In collaboration with colleagues, lead the process of mobilizing and sensitizing the communities targeted
- Prepare community mobilization activity action plan in consultation with Education Program Officers, Field Coordinator and stakeholders
- Promote and ensure access and inclusion in schools and education activities of marginalized girls, children with special needs and disabilities and those from minority groups
- Strengthen and enhance linkages and network between the Ministry of Education, CECs, teachers, parents, girls and boys and coordinate active participation of all
- Take part in community assessments to determine the existing needs and emerging ones

- Carry out door-to-door home visits in an effort to mobilize the community and work to ensure the various mobilization and sensitization undertaken achieve the desired impact
- Initiate / generate technical instructions, site notes and other site observations. Liaise with other disciplines for co-ordination issues and assist in preparation of reports
- Assist School head teachers in updating school registers and keep accurate records of enrolment, attendance, and learning performance
- Coordinate the creation and adoption of School Codes of Conduct with all relevant stakeholders to ensure protection, safety and well-being of all
- Make sure quality and appropriate documentation is produced, collected and shared timely in collaboration with the Education Program Officers
- Ensure accountability (to learners, teachers, parents and other beneficiaries, to CISP, to the Ministry of Education, to donors, etc, for all education activities)

### **Project Monitoring and Reporting**

- Support the Education Program Officer in preparing and compiling monthly, quarterly and annual program plans, and reports in accordance with guidelines
- Support the Education Program Officer and Monitoring and Evaluation Officer in monitoring project progress as per the project plan
- Work closely with the Education Program Officer in planning monitoring, reviewing, collating and disseminating programme achievement and learning
- Assist with the collection of data, involvement of the beneficiaries, assessments, monitoring and accountability actions
- Assist with project review meetings with communities and education facilities
- Document constraints, challenges, gaps and needs as well as best practice and lessons learnt and ensure that they are reported
- Identify operational/technical and management problems arising during the implementation of the project activities by CISP and its implementing partners and report to the responsible line manager in the organisation to ensure timely action is taken

### **Advocacy, Communication and Coordination**

- Engage in advocacy & representation with other actors concerning the value of education and specifically promotion of girls' education
- Regularly collect in-depth stories and comments from community members on education, schools and CISP education activities and share with Education Program Officer
- Organise meetings, symposia, etc. to engage children, youth, parents and community members to support education, including emphasis on girls' education
- Document best practice and lessons learnt from the implementation of the education activities by CISP and ensure that they are reported
- Perform other duties as instructed by his/her immediate supervisor

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*The position is 100% based in Somalia. Applicants should be legally able to work in Somalia.*

### **REQUIRED QUALIFICATION AND COMPETENCIES:**

- Degree or relevant qualification in education, sociology, psychology, gender studies, development or other social science;

- Proven experience in community organization and/or with NGOs in resilience/development field;
- Excellent oral communication skills in Somali;
- Excellent computer skills, including word, excel and databases;
- Capacity to facilitate community discussions and dialogues;
- Ability to multi-task and work under pressure;
- Demonstrate passion and commitment for changing people's lives;
- Must be creative, innovative and inquisitive;
- Must demonstrate good interpersonal skills;
- Preferred experience in awareness-raising.

### **HOW TO APPLY**

Send motivation letter and CV with at least 3 references to the following email address: [oconnor@cisp-nairobi.org](mailto:oconnor@cisp-nairobi.org). Please note that only short-listed candidates will be contacted. For more information about CISP Somalia, please visit [www.cisp-som.org](http://www.cisp-som.org).

*CISP is strongly committed to ending Child Abuse, all forms of Sexual Exploitation and Abuse, and to building a work environment that is safe and welcoming for all, where Sexual Harassment does not take place. The desired candidate for any position should share and support this commitment in all aspects of their personal and professional behaviour. Any history implicating that the applicant has a history of Child Abuse, Sexual Exploitation and Abuse, or Sexual Harassment, is a reason for excluding him or her from employment with CISP.*