

## **JOB VACANCY**

### **Capacity Building Officer**

**Title:** Capacity Building Officer – Community Awareness and Research

**Sector:** Protection

**Location:** Mogadishu, Somalia

**Duration:** 10 months until 31/12/14 (3 months probation) with the possibility of extension up to 22 months

**Closing Date:** 24/02/2014

**Start of Contract:** 01/03/2014

#### **SCOPE OF THE WORK**

The Capacity Building Officer will conduct activities related to capacity building, awareness raising and Monitoring & Evaluation (M&E). Women and girls' health and safety awareness-raising activities will be conducted in the community. It will be the responsibility of the Capacity Building Officer to engage with the community to take action to promote protective social norms and to change harmful norms related to women's health and safety.

#### **KEY RESPONSIBILITIES**

- To support the identification and mobilization of the beneficiaries of the capacity building initiatives;
- To conduct trainings
- To support the identification of training needs;
- To support the linking with other capacity building initiatives in each target district;
- To utilize all the tools in terms of pre, progressive and post training tests;
- To collect attendance data disaggregated in a gender and age manner;
- To collect data on the impact of the capacity building initiatives;
- To promote and facilitate participation of beneficiaries with special needs;
- To provide reports on the capacity building initiatives, including pictures, good practices, lessons learnt;
- Assume primary responsibility for Research, Project Monitoring & Evaluation and community awareness activities at field level, and ensure compliance with the research tools, project tools and work plan;

#### **Prevention and Community Awareness tasks**

- Support the implementation of the community led awareness and prevention activities
- Implement in the field the activities related to the support to local women rights organizations;
- Train, supervise and mentor the community discussions leaders for female community discussions groups and supervise the groups for the communication action plan aiming at changing norms around women's health and safety.

#### **M&E and Research tasks**

- Train research assistants in Mogadishu to ensure proper understanding of the research and security protocols and of the research tool, their timely and efficient implementation and overall understanding of the project objectives and outcomes;
- Supervise the research assistants team during baseline, midline and endline surveys and to be able to troubleshoot problems encountered during data collection;

- Ensure the privacy of personal information and confidentiality of study data including the management of de-identified study participant records in line with WHO ethical and safety recommendations;
- Ensure data collection for M&E activities and clients satisfaction survey in the field.

**Other tasks**

- To ensure active collaboration, information sharing and joint meetings between the programme, local authorities and other stakeholders to identify and strengthen support for project activities;
- Any other task identified by the Program Manager or Field Project Manager
- Support Education or Health programme when required;

**REQUIRED QUALIFICATION AND COMPETENCIES:**

- Degree in Sociology, Psychology, Social Work or Social Sciences;
- At least one year experience in working in the humanitarian setting with an international NGO, research institution or UN agency in Mogadishu;
- Demonstrable experience in conducting and supervising training activities in Awareness and/or women's health and safety;
- Demonstrable experience in quantitative data collection;
- Demonstrable experience in conducting FGDs or community dialogues;
- Demonstrable experience in community awareness in Protection programme;
- Excellent spoken and written English and ability to write reports;
- Excellent spoken Somali
- Strong analytic skills;
- Strong computer skills: must be competent in the use of Windows, MS office programs (Word, Excel, Access), and ability to adapt to project developed databases and tools.
- Proven leadership and problem solving skills in the field
- Proven ability to work in a multidisciplinary team;
- Excellent communication skills.

**DESIRABLE COMPETENCIES**

Past experience working with IDPs

Experience in supervision position in training, research, community awareness activities or protection programme

Past experience working with MOH MCH and/or Community Health Workers.

**HOW TO APPLY**

Send motivation letter (1 page) and CV (maximum 3 pages) including 3 references to the following email addresses: [cispmog.vacancies@gmail.com](mailto:cispmog.vacancies@gmail.com)

***Women are encouraged to apply***

***Please note that only short-listed candidates will be contacted***

***CISP could consider your CV for other positions***

CISP is strongly committed to ending Child Abuse and all forms of Sexual Exploitation and Abuse. The desired candidates 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 or Sexual Exploitation and Abuse is a reason for excluding him or her from employment with CISP.