

Vacancy Announcement – Community Mobilization Associate-VA-NO-2018-020

I. Position Information

Job Code Title:	Community Mobilization Associate
No of positions:	One
Supervisor:	Deputy Project Manager
Duty Stations:	Northern, Eastern, Central and Uva Provinces of Sri Lanka
Duration:	12 months with possible extension
Date of Advertisement:	10 th October 2018
Date of Closing:	22 nd October 2018
Salary Scale:	In compliance with UN rules & regulations

II. UN-Habitat

The United Nations Human Settlements Programme (UN-Habitat) is the United Nations agency responsible for human settlements, mandated to promote socially and environmentally sustainable towns and cities, with the goal of providing adequate shelter for all; within the overall objective of the United Nations to reduce poverty and promote sustainable development. The details of the Habitat Agenda, Global Programmes and the Mandate are available in the global web site at www.unhabitat.org and the Sri Lankan web site at www.unhabitat.lk.

UN-Habitat operations in Asia include activities in Afghanistan, Bangladesh, Indonesia, Iran, Myanmar, Nepal, Pakistan, Philippines and Sri Lanka, under supervision of the Regional Office for Asia and Pacific in Fukuoka Japan.

Since its inception in 1978, UN-Habitat has been closely working with the Government of Sri Lanka and implemented programmes including local development plans with DRR components, rebuilding housings and community infrastructure in tsunami and conflict affected areas and the plantation sector and school construction.

UN Habitat operates in several provinces of Sri Lanka, namely; Northern, Eastern, Central and Uva provinces in conducting several medium to large scale housing and infrastructure projects involving civil construction through community participatory process. This vacancy announcement aims to invite persons with specified qualifications, skills and experience to join UN Habitat team to operate these projects.

UN-Habitat firmly believes that professional & highly competent staff are integral to the successful implementation of its' programmes.

III. Description of Duties

Under the direct supervision of the Deputy Project Manager, the Community Mobilization Associate will be responsible for facilitating mobilization of communities. In particular, the Community Mobilization Associate will undertake the following tasks::

- Develop a community mobilization/community empowerment strategy in line with 'Peoples' Process' of UN-Habitat
- Design and conduct training on community mobilisation and community development to the field project support team.
- Empower Community-Based Organizations (CBOs) in order to implement the project as planned.

- Conduct baseline survey and prepare family profiles as and when needed.
- With the support of Gender Associate, identify social issues and vulnerabilities among the target population in order to identify and analyse rights-based issues, supplementary interventions required for persons with disability, women headed households, elderly and children who need special care and livelihood aspects and propose new activities to address the issues.
- Liaise with Gender Associate and support to address the gender related issues in project locations.
- Liaise with UN agencies, Non-Governmental Organisations, CBOs and relevant Government departments to implement the settlement improvement plans, especially on livelihood improvement, health and hygiene promotion and sustainable environmental development.
- Collect and disseminate success stories and lessons learned of the project to the management.
- Facilitate beneficiary selection and consult with community on grievances, coach the community for their fullest participation in the whole process.
- Supervise community mobilisation team's activities and provide necessary support when needed.
- Contribute to the overall planning, implementing and monitoring of the project. Report to the management monthly, quarterly and yearly and as per the need.
- Notify the Project Manager about anticipated delays or any project related community concerns
- Undertake any other duty that may be assigned by the Deputy Project Manager.

IV. Requirements / Qualifications

Education: Minimum of Bachelor's degree in related field e.g. Economic/ Development Studies /Social Science, master degree will be an advantage

Experience: For bachelor degree holder 6 years of work experience and below university degree 9 years of work experience

Work experience in community mobilization or in a similar capacity with the public sector, local governments, nongovernmental sector or international organizations. Applicants should have a strong commitment to the participatory development process, transfer of knowledge, willingness to work in a team and possess excellent coordination and communication skills.

Experience within the UN system and familiarity with UN rules, regulations and procedures related to field level project implementation are advantageous.

Competencies & Skills Required: Ability to work under pressure against deadlines and to work efficiently in a multi-national team. Good interpersonal skills and cross-cultural awareness. Ability to work with minimum supervision, with efficiency, competence and integrity. Computer literacy in MS Word and Excel is essential.

Local knowledge of areas assigned and knowledge in English and the local languages will be advantageous

Remuneration

In compliance with UNOPS/UN-Habitat Policy.

How to Apply:

Sri Lankan Nationals meeting the essential requirements of the position are invited to apply by submitting the following documents to employment@unhabitat.lk

- Letter of Interest which clearly indicates the Vacancy Announcement Number (i.e. VA **No 2018-020**).
- Updated and Signed UN Personnel History Form P.11 (P11 is attached to this VA) and also available in <http://www.unon.org/docs/P11.doc>
- And finally your email's subject should be Application for the Post of Project Assistant **VA No 2018-020**)

Failure to comply with the above requirements will result in rejection of the application.

Due to the large number of applications expected, only short-listed candidates will be contacted.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8).