

SVN/ID1/ 2008/091 – Community Facilitator, NAD/Indonesia

Contributed by Administrator
Friday, 18 July 2008

OPEN TO INTERNAL AND EXTERNAL CANDIDATES

IOM is looking for 2 (two) Community Facilitators according to the terms of reference below. Interested applicants are invited to apply by submitting their application to hrbandaaceh@iom.int not later than 29 July 2008 indicating the reference code below and job title. All candidates are requested to specify their availability date in the application form. Please note that only short-listed candidates will be contacted.

Reference Code : SVN/IDI/2008/ 091
Position Title : Community Facilitator
Duty Station : Nanggroe Aceh Darussalam
Indonesia
Classification : Employee, Grade 4
Estimated Starting Date : As soon as possible

General functions:

Under the overall supervision of the Head of Office Banda Aceh and the direct supervision of the Shelter Project Manager, the Community Facilitator will provide technical support in the conduct and implementation of project activities. In particular, he/she will:

1. Assist in organizing community meetings, with relevant agencies where appropriate, at the district level to inform the affected communities about IOM's shelter programme.
2. Assist in the coordination with the public work offices and the district government representatives in the verification of potential land plots
3. Travel to field to provide trouble-shooting and back up to Assistants in problems locations, assist in strengthening the liaison with local government, representatives where needed
4. Assist in the verification of housing beneficiaries using the donor's Eligibility Criteria
5. Keep the communities (both IDPs and local host community) informed through sharing of information on all aspects of the housing aid provision process.
6. Coordinate the relocation of beneficiaries from their current houses and, once construction is complete, the return to their new IOM house.
7. Submit the list of cleared land plots and verified housing beneficiaries to the Project Manager for follow up action such as feasibility assessments for settlement
8. When requested by the supervisor, oversee the unit assistants' data and information gathering in affected communities.
9. Assist in conduction a Knowledge, Attitudes and Practice Survey to help define project targets. .
10. Submit progress reports to Project Manager on the community aspects in the districts on a weekly basis.
11. Perform other duties as may be assigned.

Desirable qualifications:

Diploma in Community Development or Sociology or alternatively, a university degree in these fields will be highly regarded, or alternatively, a combination of experience and training in these fields.

At least three to five years experience in community-related organizing and consultation activities/exercises for development and empowerment purposes.

Strong communication skills in articulating the programme emphasis of IOM to government and international stakeholders as well as target beneficiaries. Clear understanding of and commitment to due diligence and process in identification of eligible housing beneficiaries.

Excellent time management skills. Excellent interpersonal and team skills. Ability to travel at short notice for periods up to two weeks. Computer literacy required – MS Word, Excel, and SPSS.

Working knowledge of English is an advantage – which will be considered when the above qualifications are met.