

Job Description (JD)

Position	: Community Resource
Project Title	: Coastal Harmony: Resilient Ecosystems, Thriving Communities (CHRETC)
Number of Vacancy	: 06
Project Location	: Taltali Upazila (Barguna District) and Kalapara Upazila (Patuakhali District).
Duration	: July 2025- April 2029
Salary	: 15,000.00 with other admissible benefits.
Reportable to	: Field Facilitator.

Job Summary:

JAGO NARI is a non-government development organization in the central coastal region of Bangladesh. The main focusing area of work is women's empowerment, Climate Change Adaptation, Health & Nutrition, Disaster Risk Reduction, and Education. Recently JAGO NARI is implementing a new Project in Coastal Ecosystem Restoration, Climate-Resilient Agriculture and Disaster Risk Reduction with the technical support of the Good Neighbors Bangladesh. The project title is **"Coastal Harmony: Resilient Ecosystems, Thriving Communities (CHRETC)"** JAGO NARI is seeking some Community Resource (CR) for this project. The Community Resource (CR) will act as a grassroots-level ambassador for the **Coastal Harmony: Resilient Ecosystems, Thriving Communities CHRETC Project**, supporting community awareness, mobilization, and implementation of field-level activities. CRs will work directly within their own communities to promote climate-resilient agriculture, assist in mangrove restoration, support disaster preparedness efforts, and encourage women's participation in leadership and decision-making processes.

CRs will help bridge the gap between technical teams and local households by delivering key messages, organizing group discussions, collecting feedback, and monitoring project progress in their assigned areas. This role requires individuals who are trusted within their communities, motivated to promote positive change, and capable of supporting inclusive and sustainable development initiatives.

Key Responsibilities (% Time Allocation):

Key Area	% Time	Responsibilities
Community Awareness & Sensitization	25%	Conduct awareness sessions on climate resilience, women's rights, and ecosystem conservation.
Support for Mangrove Restoration Activities	20%	Participate in plantation, care, and monitoring of mangrove saplings.
Promotion of Climate-Smart Agriculture	15%	Support farmer practices on saline-tolerant crops and sustainable farming.
DRR Preparedness Support	10%	Help organize early warning dissemination and evacuation drills.
Facilitate Women's Leadership Activities	10%	Assist with leadership training and advocacy meetings for women groups.
Data Collection and Feedback Channels	10%	Maintain activity logs, report community insights and challenges.
Promote Safeguarding & Accountability	10%	Raise safeguarding awareness and support community complaint & feedback mechanisms.

Qualifications:

- HSC or equivalent; local resident preferred.
- Experience working with communities in development or awareness activities.

Experience: At least 2 years

Skills and Competencies:

- Strong community presence and acceptance: Respected and trusted by local people, ideally a long-term resident of the area.
- Basic communication and awareness-raising skills: Able to deliver key messages through household visits, courtyard sessions, and group meetings.
- Willingness to work in vulnerable and remote areas: Ready to walk or travel frequently to engage households and groups.
- Understanding of local issues and challenges: Knowledge of local climate, farming practices, disaster risks, and socio-cultural dynamics.
- Motivated and committed to community service: Eager to contribute to social change and environmental sustainability.
- Basic documentation skills: Able to maintain simple records, attendance sheets, and provide field updates to the Field Facilitator.
- Respectful and inclusive: Promotes participation of women, youth, people with disabilities, and marginalized groups.
- Awareness of safeguarding and accountability: Understands the importance of community safety and knows how to report concerns or complaints.
- Learner mindset: Open to receiving training and applying new knowledge in the field.

Compensation & Benefits:

The salary package is Monthly **BDT 15,000**, including all admissible benefits. Yearly increments and other benefits will be provided as per the organization's policy.

Note:

- JAGO NARI aims to attract and select a diverse workforce ensuring equal opportunity to everyone, irrespective of race, age, gender, HIV status, class, ethnicity, disability, location and religion.
- Any personal persuasion/phone-call will result in disqualification of candidature. We guarantee an interview to disabled candidates who meet the essential criteria.
- JAGO NARI has a non-negotiable policy of ZERO TOLERANCE towards discrimination, harassment and abuse. All employees are expected to abide by the Safeguarding, Gender Policy, Children Policy and Anti-Sexual Harassment Policy of JAGO NARI.
- Internal and external applicants shall be treated equally in the entire selection process.
- To ensure transparent processes during recruitment, internal candidates should discuss potential applications with their Line Managers to ensure endorsement of their applications by respective Line Managers.
- There is no cost involved with applying for positions with JAGO NARI. Any solicitation of job application costs should be regarded as fraudulent.
- Women are highly encouraged to apply.

Procedure of Application:

Candidates with the required qualifications can apply through email by mentioning the Job Position of vacancy announcement in the subject line to: jnhr.recruitment@gmail.com or Post/drop in the box: (To, Coordinator-HR & Admin, JAGO NARI Head Office, Ashahi Mansion (2nd floor) college road, Barguna) on/before **20 July, 2025** with the following documents.

- Job Application, Curriculum Vitae/Resume with Photo.

Please ensure that your application is complete with the above-mentioned documents. As incomplete applications generate an immense administrative burden for our organization. As a general rule, candidates who have not properly submitted their application with the required documents will be excluded from consideration.