Job Description

Position title	**:** Union Facilitator (Female candidate are preferred)
Project Title	**:** She Leads the Shore: Women's Climate Justice and Recovery in Coastal Bhola District of Bangladesh
Number of Positions	**:** 04
Technical Support	**:** UN Women
Project Location	**:** Bhola Sadar & Charfasson Upazila in Bhola District.
Employment Type	**:** Project-based / Contractual
Duration	**:** 15 October 2026 to 30 September 2028
Reporting To	**:** Project Coordinator

1. Position Summary

JAGO NARI is a non-governmental development organization working in the central coastal region of Bangladesh. The organization focuses on women's empowerment, Climate Change Adaptation (CCA), Disaster Risk Reduction (DRR), Health and Nutrition, Food Security and Livelihood, and Education. JAGO NARI works to promote gender equality, community resilience, sustainable development and the rights of vulnerable and marginalized communities. JAGO NARI is going to implement the project titled **"She Leads the Shore: Women's Climate Justice and Recovery in Coastal Bhola District of Bangladesh"** with technical support from UN Women. The project aims to strengthen women's leadership in local climate governance and peace building, promote climate-smart and nature-based livelihoods for women and young women, and enhance gender-responsive knowledge, dialogue and community advocacy to promote inclusion, social cohesion and peace. In this context, JAGO NARI is seeking qualified, committed and dynamic candidates for the position of Union Facilitator to support effective implementation of project activities at the union and community levels. The Union Facilitator will serve as a frontline project representative and will be responsible for facilitating, coordinating and monitoring project activities at the union and community levels. The position will play a critical role in mobilizing women, young women, Fisherfolk and other vulnerable community members to strengthen their leadership, participation and decision-making in local climate governance, disaster risk reduction, peace building and livelihood development.

2. Key Responsibilities and Duties:

A. Project Implementation and Community Mobilization

- Facilitate the implementation of project activities at the union and community levels in accordance with the approved project proposal, work plan, budget and implementation guidelines.
- Conduct regular community visits to ensure effective implementation, follow-up and monitoring of project activities.
- Mobilize women, young women, Fisherfolk, youth and other vulnerable groups to participate actively in project interventions.
- Identify and engage marginalized and climate-vulnerable women, including women from Fisherfolk communities, women-headed households and economically disadvantaged groups.

- Establish and maintain effective relationships with community leaders, local government representatives, community-based organizations and other relevant stakeholders.
- Facilitate community meetings, group discussions, awareness sessions, workshops and other project-related events.
- Ensure meaningful participation of women and young women in all stages of project implementation.
- Support the development and maintenance of community groups and networks to promote collective action and local leadership.

B. Climate Vulnerability Assessment and Participatory Mapping

- Conduct participatory climate-livelihood vulnerability and opportunity mapping with women's groups, including Fisherfolk and other climate-vulnerable communities.
- Facilitate community-based risk and vulnerability assessments to identify climate-related hazards, exposure, vulnerabilities, capacities and available resources.
- Facilitate participatory resource mapping to identify available livelihood opportunities, natural resources and potential areas of resource-related conflict.

C. Establishment and Strengthening of Women's Climate Peace Committees (WCPCs)

- Facilitate the formation of Union-level Women's Climate Peace Committees (WCPCs) in accordance with project guidelines.
- Ensure inclusive representation of women, young women, Fisherfolk and marginalized communities in the committees.
- Organize regular meetings of WCPCs and facilitate participatory discussions on climate justice, women's rights, disaster preparedness, recovery and peace building.
- Strengthen the leadership, negotiation, advocacy, communication and conflict-resolution capacities of WCPC members.
- Facilitate linkages between WCPCs and Union Parishads, Ward Disaster Management Committees (WDMCs), Union Disaster Management Committees (UDMCs) and other relevant institutions.

D. Women's Leadership, Advocacy and Local Climate Governance

- Organize quarterly sessions for project participants on human rights, women's rights, climate justice, advocacy, negotiation and leadership development.
- Facilitate quarterly interface meetings between WCPCs and Union Parishads/local disaster management committees to ensure women's voices are reflected in local disaster response, climate adaptation and recovery plans.

E. Training, Capacity Development and Awareness Rising

- Identify training and capacity development needs of women, young women, WCPC members, community groups and local institutions.
- Organize and facilitate different types of community-level training, orientation sessions, workshops and awareness-raising activities.
- Support the delivery of training on climate change adaptation, DRR, climate justice, gender equality, women's leadership, human rights, peace building and livelihood development.

F. Climate-Smart and Nature-Based Livelihood Development

- Support the identification and promotion of climate-smart and nature-based livelihood opportunities for women and young women.
- Facilitate the selection and organization of women entrepreneurs and livelihood groups based on project criteria.

3, Educational Qualifications and Experience

- Female candidates will be given strong preference for this position;
- Bachelor's degree in a relevant field is preferred. Educational qualifications may be relaxed for candidates with relevant professional experience and demonstrated competencies;
- At least 03 years of experience in a front-line or community-engagement role is highly valued;
- Strong organizational and coordination skills, with the ability to work independently;
- Excellent communication and interpersonal skills, with a good understanding of community dynamics;
- Familiarity with gender equality, social inclusion, and related initiatives.

4, Compensation & Benefits:

The salary package is Monthly BDT 17349.86 and other admissible benefits. Yearly increments and other benefits will be provided as per the project provision aligning with the organization's policy.

5. Safeguarding and PSEAH Commitment

JAGO NARI is committed to maintaining a safe and respectful environment free from Sexual Exploitation, Abuse, and Harassment (SEAH). All employees/consultants/suppliers/vendors engaged by JAGO NARI are required to comply with the organization's Safeguarding and PSEAH policies and to perform their duties in a professional, ethical, and respectful manner. Any violation of these standards, including acts of sexual exploitation, abuse, harassment, or other safeguarding misconduct, may result in the immediate termination of the employment/consultancy contract and any other appropriate action deemed necessary by JAGO NARI.

6. Child Safeguarding Commitment.

JAGO NARI is committed to protecting the rights, dignity, and well-being of all children and takes a strong stance against child abuse, exploitation, neglect, violence, and child labor. All employees are required to comply with JAGO NARI's Child Safeguarding Policy and Code of Conduct and to uphold the highest standards of child protection throughout their employment. Any violation of these standards may result in disciplinary action, including termination of employment, and referral to the appropriate authorities where applicable.

7. 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.
- 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.

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- **Any personal persuasion/phone-call will result in disqualification of candidature. We guarantee an interview to disabled candidates who meet the essential criteria.**
- **No perpetrator of violence and abuse including Sexual exploitation, harassment and abuse against women and children needs to apply for this position.**

Apply Procedure:

Candidates with the required qualifications must be filled up only Job Application Form-JN001 (no need any other documents) and send to: recruitment@jagonari.org by mentioning the Job Position in the subject line of email or post/drop in box: (To, Coordinator HR & Admin, JAGO NARI Head Office, Ashahi Mansion (2nd floor) college road, Barguna) on or before **November 11, 2026.**

Please ensure that, the **Job Application Form_JN001_UF** is completed as required. Incomplete applications generate an immense administrative burden for our organization. As a general rule, submission of incomplete Job Application Format will be excluded from consideration.

Please clearly mention the name of the Union where you are interested in working in the Job Application Form_JN001_UF. Applicants must specify their preferred Union from the following locations:

- **Bhola Sadar Upazila: Rajapur Union and Kachia Union.**
- **Char Fasson Upazila: Dhal Char Union, Char Kukri Mukri Union, and Mujib Nagar Union.**

All the above-mentioned Unions are located in Bhola District under Barishal Division, Bangladesh.

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