



TERMS OF REFERENCE

Job Title: **Community Mobilization Officer**
Band/Peg: SB 4/Peg I
Duty Station: Udayapur, Okhaldhunga and Sindhuli

Major Activities/Expected Results

Technical Support

- Under the joint supervision of the Gender programme Officer in Kathmandu and the Regional Development Coordinator based in Janakpur, the community mobilization officer supports district line agencies and institutions in close coordination with the Women and Children Office and other implementing partners for the delivery of the project activities on GBV prevention and response.
- Assists in the assessment of Women's Cooperatives and Groups for community mobilization on GBV prevention and response.
- Assists in organizing training and follow up of women's groups, adolescent girls and boys.
- Co-facilitates the training of GBV Watch Group members and adolescents girls groups.
- Supports Women's Cooperative in the planning, monitoring and documenting the training of women's group members on GBV prevention and response.
- Provides technical support to the Women's Cooperatives to prepare annual work plans, implement project activities, develop reporting formats and monitor and report back on activities.
- Develops district work plans and ensures the relevant components are consistent with the project results framework.
- Supports women cooperatives to identify disadvantaged groups and communities in the programme districts, empower them to become members of the WC/GBV WGs through trainings and in follow up and tracking of the changes at the individual, families and communities.
- Supports in the implementation of community mobilization activities and monitor follow up and document best practice on community mobilization in promoting gender equality and empowerment of women and girls and in engaging men and boys to address GBV prevention and response.
- Establishes functional linkages with development partners and government line agencies working in the area of gender, GBV prevention and protection.
- Supports project activities relating to engagement of men and boys, documenting successful initiatives and adjusting activities as needed based on observations and lessons learned
- Supports and coordinates research and activities related to campaign, advocacy related work.
- Organize district level conferences as per annual work plans
- Supports WDOs in the monitoring the activities and services of safe house and OCMCs



Communication, Advocacy, and Knowledge Management

- Contributes to the design and implementation of behaviour change communication campaigns by providing inputs to and implementing specific and targeted IEC/BCC interventions on gender equality and women's empowerment issues for the prevention and response to GBV.
- Attends/engages with district coordination mechanisms to ensure effective coordination of partners on GBV prevention and response.
- Maintains productive and professional relation with other development agencies in district.

Monitoring and Evaluation

- Provides input to the monitoring, supervision tools and guidelines and support in the collection and compilation of the process documentation.
- Supports IPs in the use of the joint facilitative supervision and monitoring plan in line with project objectives.
- Supports IPs in the development of a monitoring checklist and tools and its implementation;
- Shares monthly, quarterly, biannual and annual monitoring reports to the regional project officer.
- Analyzes trends and recommend appropriate actions for improved effectiveness of the programme;

The UNFPA Representative/Regional Development Coordinator may assign any additional responsibility that might be deemed appropriate for the implementation of UNFPA support in the district and region.

Education and experience:

- Bachelor's degree in development studies, gender and development, public health, social work, or other related field
- At least five years' experience working on gender and community development issues
- A sound understanding of gender and gender-based violence in the Nepali context, as well as a good understanding of the stakeholder landscape at local level
- Experience with community mobilization, provision of trainings on topics related to the project, and providing technical assistance to local stakeholders
- Fluent Nepali as well as excellent spoken and written English is essential. Knowledge of local languages would be an asset.

Required competencies:

Values:

- Exemplifying integrity
- Demonstrating commitment to UNFPA and the UN system
- Embracing cultural diversity
- Embracing change



Core Competencies:

- Achieving results
- Being accountable
- Developing and applying professional expertise/ business acumen
- Thinking analytically and strategically
- Working in teams/ managing ourselves and our relationship
- Communicating for impact
- Training/coordination

Functional Skill Set:

- Advocacy/ Advancing a policy-oriented agenda
- Leveraging the resources of national governments and partners/ building strategic alliances and partnerships
- Delivering results-based programmes
- Internal and external communication and advocacy for results mobilization