

Advocacy and Inclusion Officer / Coordinator
Immediate short-term recruitment
Centre for Disability in Development (CDD)

Submit applications at the earliest by 18th October 2020 at cdd.jobs.covid@gmail.com with a cover letter, latest CV and a photo.

Apply only if you can join immediately!

Persons with disabilities, women, people from indigenous communities and other most at-risk groups meeting the requirements are encouraged to apply.
(Persuasion by or someone known to the candidate will automatically disqualify the applicant)

Initial contract: mid-October to December 2020, with possible 2 months extension.

Salary: BDT 60,000 (Officer) to BDT 80,000 (Coordinator); depends on experience, expertise and interview performance.

Modality: At Office and Work from Home (aligned with organization's COVID-19 Safety Protocol. This is updated at each month).

Field visits: Dhaka Mirpur, Narayanganj, Narshingdhi and Gazipur.

Professional experience in relevant field: Officer (minimum 3 years), Coordinator (minimum 5 years)

Education: Minimum master's degree from any reputed university.

Language proficiency: Bangla and fluent in English – Writing and Spoken.

Key Responsibilities:

- a. Development of Policy briefs and Advocacy Plan on Inclusion of Persons with Disabilities in Health services, Protection, COVID-19 schemes & services of humanitarian actors, local government institutes and government departments.
- b. Establish and maintain regular communication with relevant ministries and departments of the Government and local government institutions to facilitate disability inclusion in Health & MH, Multi-Purpose Cash Grant, Social Protection, Livelihood and Needs Assessment considering COVID-19 context.
- c. Organize different advocacy related events (online/physical). Prepare media and press briefing.
- d. Align and join collective advocacy initiatives with similar platforms, networks & alliances.
- e. Strengthen capacity of Organizations of Persons with Disabilities (OPDs) and Umbrella Organization of Women with Disability (UO) on advocacy, inclusion and disability mainstreaming.
- f. Work closely with team members under the guidance of the Project Coordinator to facilitate the overall Advocacy and Inclusion related component of the project.
- g. Prepare learning documents.