

Sponsorship Coordinator – Muthur

Location: [Asia & Pacific] [Sri Lanka]

Town/City: Trincomalee

Category: Sponsorship

Job Type: Fixed term, Full-time

World Vision is a Christian relief, development and advocacy organisation working with children, families and communities to overcome poverty and injustice. World Vision is dedicated to working with the world's most vulnerable people regardless of their religion, caste, gender or ethnicity. World Vision has been in Sri Lanka since 1977 and currently works through 34 development and relief programmes in 16 Districts across the country.

At World Vision we are passionate about children and committed to bringing fullness of life to the most vulnerable and disadvantaged. Every day for forty years, that is what our team at World Vision has been doing.

We are currently looking for dynamic & creative individuals to join us in our journey of caring.

Sponsorship Coordinator

Location – Based in Trincomalee, overlooking Muthur.

Job Profile

The Sponsorship Coordinator provides specialised support for the implementation of sponsorship operations within the area programme. This position participates in community engagement and capacity building efforts of partners and community groups. The Sponsorship Coordinator is also responsible for providing subject matter expertise for the integration of sponsorship requirements with development process and life skills.

Major Responsibilities

- Participating in community engagement and capacity building efforts of partners and community groups
- Planning sponsorship education processes and contributing as needed
- Coordinating overall process of child selection
- Providing subject matter expertise for integration of sponsorship requirements with development process and child participation
- Ensuring sponsor communication activities are designed in such way so as to contribute to life skills and development assets of children
- Providing coordination and support to ensure Child Monitoring Standards are met

Required qualifications, experience & competencies

- A Bachelor's degree in Social Sciences, International Development Studies, Community Development or other relevant field
- At least one year experience in community development
- Experience with sponsorship activities, programme planning, implementation and monitoring
- Strong facilitation skills, including catalyzing, connecting and building the capacity of community groups
- Good analytical and writing skills with basic understanding of design, monitoring and

evaluation

- Strong computer skills including, Word, Excel & PowerPoint
- Strong communication skills, including the ability to translate documents
- Willingness to be flexible with working hours when necessary and able to travel often in the field (75% of the time)

World Vision Lanka offers a competitive remuneration package based on individual competence and skills. If you meet the required criteria and wish to apply for this or any of the available vacancies, select the position you wish to apply for & submit your **on-line application** with your CV and details of three non-related referees on or before the given closing date.

Only short listed candidates will be notified.