

Awareness Team Leader - Ninewa

Location: [Europe & the Middle East] [Iraq]

Town/City: Ninewa

Category: Food Security & Livelihood

Job Type: Fixed term, Full-time

PURPOSE OF POSITION:

To effectively co-ordinate IHF food security project in Ninawa, ensuring compliance to Donor and World Vision requirements /guidelines and uphold commitment to beneficiary entitlement, and to work closely with the field staff, project officer and the community mobilizers to conduct the awareness sessions and the training, deliver the messages among the BNFs and the stockholders through awareness and distribution of leaflets.

The holder of the position should communicate World Vision's ethos and demonstrate a quality of spiritual life that is an example to others.

MAJOR RESPONSIBILITIES:

Implementation, Awareness and Monitoring

- Effectively and efficiently manage and coordinate all awareness project activities that are implemented in the district.
- Ensure strong monitoring system for the training
- Assist, project manager and district teams to plan, implement, monitor and evaluate approved activities as per programs design.

- Ensure programme compliance to Humanitarian Accountability standards.
- Ensure that all resources earmarked to target populations are properly handled, stored, transported, distributed, tracked, fully accounted for and reported on according to World Vision standard procedures and Donor policy.
- Visit target communities on regular basis to get their perceptions and experience so as to assist in planning and implementing relevant community-oriented programs.
- Prepare monthly management reports, and as well as monthly narrative reports for the district according to set standards and formats.
- Facilitate the identification designing and implementing of appropriate training needs for district staff and target communities.

Management

- Supervise use of resources allocated to the district
- Supervise all district staff through appropriate systems and attend to their welfare issues.

Coordination and Collaboration

- Co-ordinate with other Agencies, Local Authorities and Government stakeholder in the District and ensure that key messages have been delivered and the project is targeted to the appropriate target population
- To co-ordinate and foster relations with other World Vision Programs in the district so as to ensure proper allocation and sharing of resources.

- Participate in regular coordination meetings in WV and outside agencies including the donor.

Capacity Development

- Leads capacity development with field staff to ensure competency levels, which allow staff to do their work accordingly.
- Work with the Project Managers to supervise and provide training for all community mobilizers of IHF project.

Other Roles

- Represent WV at district level NGO in awareness , coordination forums as advised by project manager
- Arrange and Conduct FGDs as required to disseminate any key message to beneficiaries and have good relationship with community
- Perform any other duties as required by his/her line manager.

KNOWLEDGE, SKILLS AND ABILITIES:

- At least two years working in the same field, (Awareness), and controlling the trainings FGDs sessions, workshops,
- At least have experiences with one international organization and Two NGOs.
- Bachelor's Degree in Social Sciences, Development Studies, Business Administration or any other related qualification.

- Have very good skill in excel and Word, and outlook , good communication skills Verbal and written English/Arabic and Kurdish is an assist, Knowledge of commodities & logistics operations, specifically those that relate to awareness, handling, reporting, tracking, monitoring etc.
- Proven planning, team work and managerial skills
- Demonstrate ability in the design and effective use of training materials
- Stays open to internal and external feedback
- Finds fulfilment in work through creativity, risk taking, initiative, and innovation, and encourages the same in colleagues.
- Ability to supervise and mentor subordinates.
- Ability to work under minimum supervision.
- Good knowledge and experience of community mobilization.
- Well-developed stakeholder networking skills.
- Good command of oral and written English and local language is must.
- Female is most encouraged for this position ,

Work Environment

- Have the capacity to travel to the fields at least 60% , In Wana , Bashiqa and Sinui , comfortability to visit the other locations such Erbil , Dohuk offices.

