

Project Assistant - Disaster Risk Reduction (Baidoa)

Location: [Africa] [Somalia]

Town/City: Baidoa

Category: Food Security & Livelihood

Job Type: Fixed term, Full-time

Project Assistant: Disaster Risk Reduction (DRR)

The Role:

Project Assistant DRR will support the project management team and guide/supervise partners, ensuring high-quality, accountable, community-focused project design and implementation. With guidance and mentorship of the Project Manager & Technical Specialist, the position-holder will be responsible for planning, implementation, monitoring and reporting for directly & indirectly World Vision implemented project(s) with a bias towards DRR. The incumbent will support project implementation, ensuring projects take place on-time, on-target and within budget. S/he will provide support for the development of community driven and integrated programming through participation in assessments, design, monitoring, evaluation and joint-planning of projects.

Key Responsibilities:

- Timely, accountable project planning, and implementation.
- Interpretation of Information provision pamphlets and training materials into local language.
- Undertake capacity building and mentoring of communities and the target beneficiaries.
- Implementation of all activities in livelihoods and resilience project with focus on DRR in partnership with partners within the consortium.
- Developing and maintaining networks with external actors on DRR, Early Warning/Early Action and emergency response/recovery and information dissemination to the community and stakeholders.

- Provide project information and data required for quality, timely reporting, assessment and baselines.
- Promote awareness on project deliverables for accountability purposes;
- Training project beneficiaries on key life skills.
- Supervise a group of community mentors.

Essential:

- Degree in Disaster Management,/Rural Development,/Community Development/Health, Nutrition/ Social Sciences or related course
- Two years of DRR experience.
- Ability to communicate fluently in both spoken and written English.
- Proven experience in project designing, and implementation.
- Good knowledge of SPHERE standards.
- Computer literacy in MS word, MS excel, power point and technical drawing packages.
- Experience in community based participatory development approaches strongly desired
- Demonstrate knowledge and understanding of ultra-poor graduation (UPG) models and experience in community/beneficiary coaching and mentoring.
- Knowledge on key DRR components including but not limited to mitigation, preparedness, response and recovery.
- Experience working with Internally Displaced Persons (IDP) communities will be an added advantage.
- Knowledge of Somali language and culture is a must

Working Environment:

The position will be based in **Baidoa** Somalia

World Vision adheres to strict child and adult safeguarding principles. All selected candidates will therefore undergo rigorous reference and background checks which will include criminal background checks. They will be expected to adhere to these standards and principles. Academic certificates will be verified with the issuing institutions.