

"CLASS" Project Integration & Development Specialist

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

Town/City: Yerevan

Category: Project Management

Job Type: Fixed term, Full-time

LOCATION

Yerevan, Armenia

DURATION

Fixed-term, full-time

PURPOSE OF THE POSITION

The Integration and Development Specialist will work towards increasing the resilience of the most vulnerable women and girls. He/ she will provide technical support and expertise to community social workers working directly with affected women and girls through the family development plans.

MAJOR RESPONSIBILITIES

- Provision of support to project implementation parties on technical support with Graduation approach,

- Support the Manager to coordinate the work with World Vision partners to implement the project efficiently,
- Support World Vision Area Programs to coordinate the project activities within the communities on Graduation approach,
- Organize/participate in regional trips/ home visits,
- Research the Graduation approach metrics and set selection standards for selecting project beneficiaries,
- Work with Community Social Workers to coordinate adherence to the fixed beneficiary criteria,
- Analyze and improve the standard of living selected beneficiaries,
- Devise and implement strategies for economic growth and financial stability,
- Work with Community Social Workers on identifying and involving the project beneficiaries based on the set criteria,
- Monitor the beneficiary selection process to ensure all set criteria are met,
- Ensure proper documentation is available/ collected,
- Supervise the “Community Level Access to Social Services” Project-related activities on Graduation approach in 111 communities,
- Organize/participate in meetings with local self-government bodies,

- Establish and maintain close partnership and contact with local stakeholders for formation of women's groups and for smooth referral processes to state and non-state assistance services,
- Support the development/ translation and publication of educational materials,
- Coordinate trainings for community social workers, community leaders, local civil society organizations and other grassroots level organizations:
 - on gender-sensitive programming of humanitarian and development assistance and service provision and GBV prevention and survivor protection to adequately respond to the specific needs of women and girls affected by the conflict.
 - on early warning systems/ protocols and gender specific security measures.

REQUIRED QUALIFICATIONS

- Bachelor's/ Master's degree in Business administration, economics, management or related field,
- 3 years' experience of working in both international and local companies/ NGOs/ institutions (in each),
- 3 years' experience of working in a team,
- Knowledge of English and Armenian,,
- Expertise in training and development,

- Skills in applying economic development practices and principles to attract, recruit, retain, and expand businesses,
- Analytical skills,
- Organizational and coordination skills,
- Negotiation skills,
- Ability and willingness to travel 20% of time.