

Job Title: Field Officers, Supporting Adolescent Girls Empowerment Programme
Organization: WOHRAD (4) in Bombali and Pigin to Pigin (3) in Moyamba
Reporting Lines: Reports to the Project Manager
Contract: 2 years staff contract (Subject to a three-month probation period)

CONTEXT OF THIS ROLE:

Purposeful Productions, is the Lead Partner for the Karo Kura SAGE Consortium, made up of six implementing organizations that will work in six districts: Western Rural, Karene Moyamba, Bonthe, Bombali and Falaba. In addition, Fambul Initiative Network for Equality (FINE-SL) is the consortium's partner leading the Karo Kura SAGE Consortium's initiatives on engaging men and boys for gender equity, while Population Council is the monitoring, learning, and evaluation partner. The consortium proposed to implement:

1. **Safe Spaces+** A core program of evidence based safe spaces, directly reaching 15,450 girls across SAGE priority districts, utilising a refreshed life-skills manual, underpinned by the creation of a National Mentors Training Academy. Programming includes life skills, literacy and numeracy, linkages to services, and livelihoods.
2. **Community Engagement+** An evidence-based series of community conversations working in tandem with safe spaces, supplemented by an Allies Academy, informed by behavior change principle and builds on Purposeful current work with progressive male voices in communities
3. **Girl-Led Advocacy+** Girl-Led Storytelling days, powered by Karo Kura - SAGE Girls, influencing structures and systems from the community level out, and linking into Purposeful's existing national advocacy work with and on behalf of the Salone Adolescent Girls Network.
4. *Collectivised Business Incubator + A pilot of collectivised income generation activities attached to safe spaces, including girls farming collectives, girls Ocado collectives, and girls solar power collectives.*

The Consortium is recruiting seven Field Officers to work in the two districts as mentioned above. The Field Officers will play a leading role in supporting girls' safe spaces and activities with community stakeholders. They will have significant responsibility in overseeing the successful running of safe spaces sessions and community dialogues/conversations on issues relating to girls. The Field Officers must maintain an in-depth knowledge of running adolescent safe spaces, Livelihood community development work. The purpose of the position is to also work with the community structures including Girls Empowerment Committees, Paramount Chiefs, Councillors, boys and men.

KEY RESPONSIBILITIES:

MANAGEMENT OF ADOLESCENT GIRLS SAFE SPACES

- Serve as Focal Person in communities for the SAGE Program.

- Lead the establishment of safe spaces for adolescent girls in communities, and ensure girls are actively involved in the selection of the spaces.
- Work with other team members to form girls' clubs in communities by using the girl's roster data and ensure girls are segmented by age and disability inclusion.
- Support mentors in organising sessions and activities at the girls' safe spaces in communities.
- Ensure regular attendance and high participation of girls in all sessions and activities at the safe spaces.
- Liaise with other team members in recruiting, training and supporting mentors to deliver sessions and activities of high quality for girls at the safe spaces.
- Provide ongoing coaching, and technical support to mentors throughout the implementation of the SAGE Program.
- As staff of the SAGE Programme, participate in the selection of mentors to Purposeful National Mentors Training Academy with the aim of improving the delivery of life skills programming for adolescent girls.
- Work with mentors to link girls to service providers including sexual reproductive health services, education and focus on addressing issues of accessibility, availability and affordability and disability inclusion.

COMMUNITY ENGAGEMENT PROGRAM MANAGEMENT

- Work in collaboration with the Project Manager in the selection of communities for the SAGE Programme.
- Develop strong linkages with community leaders and service providers addressing access to education, health, and protection for adolescent girls.
- In collaboration with Community Engagement Coordinator, establish and strengthen relationship with community structures to ensure their contributions are meaningful to the SAGE Programme.
- Work with other members of the team in the management of the community engagement component of the SAGE initiative, with responsibility for Network for Girls Development, Engaging Men and Boys, Allies Academy and Community Dialogue Days.
- Support the Community Engagement Coordinator and other members of the team in community conversations and dialogues on inequitable gender norms, roles and relationships and their impact on adolescent girls.
- In collaboration with the Community Engagement Coordinators, follow up on community action plans.
- Embark on mobilisation of resources in communities to support the SAGE Programme

LEARNING AND DISABILITY INCLUSION PROGRAMME MANAGEMENT

- Support the literacy/numeracy component of the SAGE programme which will include assessing girls' literacy and numeracy skills at entry point.
- Coordinate the recruitment and training of Community Teachers on literacy, numeracy, disability and inclusion in SAGE communities.
- In collaboration with other team members organise meetings with school authorities and community teachers supporting the SAGE programme
- Ensure regular attendance of Community Teachers for sessions and have sufficient literacy and numeracy learning materials at each safe space.

- Conduct regular monitoring of teachers delivering literacy and numeracy sessions at the safe spaces.
- Where feasible and girls have an interest, link them with the non-formal education system provided by government, and provide academic mentoring at each center.
- Depending on the choice of the girls, link them up with service providers to help them transition back into the formal school system, with ongoing support from mentors to stay in school.
- With reference to the data that will be collected from Population Council, work with girls with disabilities and their families.
- Participate in Disability and Inclusion trainings, methodological guidance on including girls with disabilities in the SAGE Programme.
- Monitor the progress of learners with special educational needs, collect data and maintain records of progress and development.

LIVELIHOODS PROGRAM DEVELOPMENT AND IMPLEMENTATION

- Coordinate technical training to adolescent girls in agriculture, solar power and motor cycling and repairs.
- Work with other staff to support the marketing of girls' products and services to customers in their communities and environs.
- Ensure financial literacy is included at the safe spaces and link girls to financial institutions including community banks and saving groups.
- Organize girls into co-operative groups at the safe spaces.
- Work with relevant stakeholders for the provision of land, and other necessary support needed for the livelihood component.
- Facilitate the enrolment of girls into relevant vocational courses

LEARNING AND INSIGHTS

- Work with other staff to capture learning and insights.
- Participate in all research and assessment done by Population Council.
- Work with other team members to ensure documentation of programme learning outcomes (case studies, photos, lessons learnt, etc.) with effective information management system.
- Stays abreast of issues related to adolescent girls, movement building, and community development.
- Ensure timely submission of high-quality narrative reports to Line Manager.

SAFEGUARDING

- Participate in annual training on safeguarding policies and procedures.
- Liaise with Safeguarding Focal Person to undertake safeguarding assessment and maintain all safeguarding procedures and standards at the safe spaces.
- Support Safeguarding training to all community structures supporting the SAGE programme including Network for Girls Development, Men and Boys, Allies Academy and Community Teachers.
- Ensure that safeguarding policy and procedures are followed on all activities that include girls.

OTHER DUTIES AS ASSIGNED

- Take on additional tasks as assigned.

- You may occasionally be required to work on weekends and/or public holidays, for which time off in lieu will be granted

REQUIRED SKILLS, EXPERIENCE & QUALITIES

- Bachelor's degree in relevant field.
- At least two-three years of NGO experience in related work/field
- Excellent writing and oral communications skills in English.
- Computer literacy (MS Office: WORD, EXCEL, PowerPoint, e-mail, Internet)
- Ability to think strategically, set goals and objectives, and execute strategy
- Ability to network and collaborate with community structures, NGOs and other stakeholders.
- Ability to manage multiple tasks and work under pressure, efficient task prioritization and time management
- Strong mobilization, training and facilitation skills;
- Ability to maintain regular contact and meaningful communication.
- Competency in project management with demonstrated ability to maintain a balanced perspective between the big picture and the details.
- Experience in community development work.
- Experience with, and understanding of adolescent girl-centered programming, community-based organizations, and social change.
- Experience of working in adolescent girls' programmes and inclusion mainstreaming.
- Dedicated to upholding the values and approaches that define Purposeful's work.
- Committed to Purposeful's mission and values.
- Good sense of humor
- An understanding of disability rights and inclusive education.

APPLICATION PROCESS:

Interested candidates are required to send a cover letter and CV to job@jobsearchsl.com with the job title and location in the subject field by 5pm on Thursday 22nd November 2019.