

VACANCY ANNOUNCEMENT

The Village Education Resource Center (VERC) is a national-level voluntary organization. The organization is registered under the NGOAB (Reg-133), Social Welfare Department (Reg-Dha-02282/89), and MRA (Reg-01275-00523-00017). In partnership with Save the Children, VERC is going to the Oporajita Phase II Project in the Savar & Gazipur area. Recruitment against the following project positions will be made on an urgent basis for implementation of the project interventions.

Position: Community Mobilizer

Job Responsibilities:

Establish an effective relationship with the garment's owners, service providers, duty bearers, local government, and other actors to identify the vulnerable children in the communities

Keep regular meetings and communication with the children and their parents

The position holder will be committed to the protection of children from all forms of abuse and exploitation following the safeguarding policy and procedures.

She/He is required to carry out the duties in accordance with the organizational PSEA and anti-harassment policy.

Arrange periodical meetings with the garment's owner, service providers, duty bearers, local government, and other actors to share the findings of gaps in services available for the children and seek the need to mitigate those.

Prepare awareness materials and share those accordingly.

Support the children in the development and implementation of project interventions in a participatory way.

Assist in the delivery of timely reports on field interventions.

Participate in data collection, mapping exercises and organize interviews and group discussions.

Work with the safeguarding focal point to assess risks and local mitigation

Assist in managing case management of children and families, regarding protection of children from violence, harmful labor etc.

Formation and facilitate monthly children Eco-club session and dialogue sessions with service providers and duty bearers.

Facilitate monthly Life skills for success session at child group.

Support STEM Coordinator to organize STEM sessions at school level.

Mobilize children to access the facilities and services of child friendly space.

Referring to children at risk of violence and other child protection concerns the case management team for support.

Assist in preparing reports in the field.

Make need assessment of the beneficiary for capacity development

Arrange/ recommend training for the program participants, duty bearers, service providers, other actors etc.

Act to implement child safeguarding policy of SCI and VERC for everyone concerned at every meeting or gathering.

Make necessary field visits to assess the quality of the action of the project and keep notes of the findings

Undertake any other duties that may be determined by the supervisor.

Employment Status

Contractual

Educational Requirements

Bachelor's degree is preferably in social sciences, development and humanitarian studies, social work, or other relevant subject areas.

Experience Requirements

- At least 3 years(s)

Additional Requirements

- Age 20 to 35 years(s)
- 3-5 Years practical experience in the relevant field.
- Finally, selected candidate will be required to respect, follow and uphold the organization's Child Protection Policy, Prevention of Sexual Exploitation and Abuse (PSEA) Policy, Gender Policy and the organization's Code of Conduct and others policies in their personal and professional lives.

- VERC authority reserves the right to accept/reject any applications without assigning any reason. Only shortlisted candidates will be invited to appear for the examination.
- Note: In case of candidates with more experience; age limit and educational qualification would be relaxed. Only women and persons with special needs are equally eligible to apply for the said post

Job Location: Gazipur/Saver

Salary:

Tk. 27000 (Monthly) and others facilities will be applicable also based on available the project budget.

How to apply:

Interested candidates are requested to apply with a complete resume highlighting details of experience and achievements, 2 (two) copies of passport size photograph (attested) and copies of other relevant papers addressing the Executive Director, Village Education Resource Center (VERC), B-30, Ekhlas Uddin Khan Road, Anandapur, Savar, Dhaka-1340 latest by July 23, 2026.