
Exciting opportunity with RedR Indonesia

Position Title: Community Organiser (CO)
Reporting to: Coordinator Adaptive Social Protection Project
Job Status: Field-based
Contract duration: 3 months
Duty Station: Yogyakarta, Indonesia
Start Date: October 2021

How to apply

Please send us your application, including the provision of 3 referees, via email to recruitment@redr.or.id with subject: **Application: Community Organiser - [your name]** by no later than **10 October 2021**. As a part of your application, you will need to provide:

- A curriculum vitae of no more than 2 pages
- A cover letter telling us how your skills, experience and qualifications make you the best candidate for this opportunity.

Incomplete applications will not be processed.

TERMS OF REFERENCE

Working Conditions

Two appointed community organisers are required to travel to facilitate focus group discussions and workshop. However, those travels are subject to the pandemic situation and under coordination with RedR Indonesia procedures.

About RedR Indonesia

RedR Indonesia is an emerging humanitarian agency working for improving emergency relief. RedR Indonesia is part of the international RedR network of accredited organisations, each sharing a common vision and mission.

Our aims are to provide sufficient, competent and effective relief personnel to the front-line and provide personnel to local and international relief agencies whenever required; to improve and maintain the competence of relief personnel; to cooperate and work with other agencies in maintaining the availability of trained and competent relief personnel; and to increase humanitarian response capacity in Indonesia through providing people with internationally recognised training and access to international experience.

We believe that suffering caused by disasters can be reduced by selecting, training and providing competent and committed personnel to humanitarian programs across the world.

RedR is also represented in the UK, India, Australia, and Malaysia. For more information, please visit our website <http://www.redr.or.id/>

Assignment Summary

RedR Indonesia is implementing a project in partnership with UNICEF in strengthening national and sub-national capacity for child-centred emergency preparedness and response (EPR) including in Child Protection, Education, Nutrition, and WASH and sensitizing the sub-national government and partners on Adaptive Social Protection (ASP) System.

The Community Organiser is responsible to manage the implementation of the Adaptive Social Protection (ASP) in 7 Villages around Merapi Volcano and Sleman District and to ensure the objectives and outputs of the project are met.

In addition, the Community Organiser is tasked with exploring, building good communication with the community, and fostering dynamic relationships and establishing networks, both with local government (government officials) and with other institutions related to the program.

Main Responsibilities

Under the direct supervision of the Coordinator Program ASP, the Community Organiser are responsible for the following duties:

- Carry out program planning according to the objectives and duration of the project implementation in accordance with the needs and context of the community being assisted;
- To build communication and good relations with the community intensively;
- Identify the problems with the community, needs and potentials that exist in a participatory manner and agree on an action plan;
- Carry out activities in accordance with the objectives, time frame and budget that have been formulated in the form of a Plan of Action (PoA)
- Coordinate between teams, villages, and related institutions to ensure comprehensive program implementation;
- Fostering dynamic relationships and networking, both with local government (government officials) and with other institutions related to the program;
- Develop innovative alternative program ideas according to the problems faced by the community;
- Make periodic and written reports addressed to the Coordinator for the benefit of information on the programs that have been implemented;
- Coordinate and consult with the Coordinator starting from planning, implementation, monitoring, and evaluation;

Requirements

The Community Organiser should meet each of these requirements and/or have other related and relevant qualifying experience

Education

- Minimum bachelor's degree relevant field (relevant experience may substitute relevant degree)

Skills & Competencies

- Minimum 2 years of experience in community development
- Experience in training management and as a facilitator
- Ability to work efficiently and effectively under pressure to meet deadlines and to react within short notice
- Experience in training administration, operating procedures, oversight and monitoring
- Excellent organizational and coordination skills
- Ability to perform complex tasks and act upon priorities
- Strong coordination, communication and networking skills
- Strong in social, interpersonal and communication skills
- Ability to work effectively with a wide range of constituencies in a multicultural environment
- Confirmed communication and organizational skills
- Multi-tasking skills

Attitude

- Problem solving attitude
- Self-motivated, entrepreneurial, and self-managing
- Proactive and can-do attitude
- Positive work ethic with a willingness to learn and grow

*RedR Indonesia is an equal opportunity employer with positive discrimination policies to ensure opportunities are available to all applicants regardless of race, gender, sexual orientation, religion or creed and those with functioning limitations (persons with disabilities). RedR Indonesia is committed to **zero tolerance policy** toward sexual exploitation and abuse. All employees and partners must comply with Protection from Sexual Exploitation and Abuse Policy and Child Protection Policy*