

Handicap International is looking for Technical Unit Coordinator

COUNTRY: Bangladesh	CITY: Dhaka + 40% travelling to implementation areas
Starting date: February 2012	Length of the assignment: 12 months
Closing date for application: Jan. 15, 2012	Advertisement reference: TUCBANG1211

Handicap International is an independent and impartial international aid organization working in situations of poverty and exclusion, conflict and disaster. Working alongside persons with disabilities and other vulnerable groups, our action and testimony are focused on responding to their essential needs, improving their living conditions and promoting respect for their dignity and their fundamental rights.

Handicap International is a not-for-profit organization with no religious or political affiliation. It operates as a federation made up of a network of associations that provide it with human and financial resources, manage its projects and implement its actions and social mission.

For more details on the association, visit <http://www.handicapinternational.fr/en/s/index.html>

JOB CONTEXT

We have been working in Bangladesh since 1997, with a focus on creating sustainable changes in terms of ensuring rights and inclusion of people with disabilities in society. We promote an inclusive approach by focusing on access to services for all, whenever possible, rather than developing specific actions for people with disabilities. We don't only work with people with disabilities, but also with their families, their communities, and the society.

Since 2007, Handicap International in Bangladesh is particularly active in the field of physical rehabilitation and improving access to quality assistive technology in remote areas of the country.

Our Bangladesh program is working on projects in various domains: Disaster Risk Management, rehabilitation, economic empowerment, and the capacity building of the Disabled People Organization.

JOB DESCRIPTION

As the Technical Unit Coordinator, you will work within the framework of the program strategy. You will be part of the HI Bangladesh Country Program Team and will provide the required support and direction to all projects and departments, and ensure coordination, representation and interaction respecting our mandate.

You work under the line management of the Country Director and in functional link with Technical Advisors based in the Head Quarter or de-concentrated in the field. You are mandated by the Technical Resources Division in headquarters to implement our technical policies, methods and approaches at the program level. Your mandate covers all projects within the Bangladesh program, with initial focus on Disaster Risk Management, Economic Inclusion, Physical Rehabilitation, capacity building of DPO.

Within the framework of the Bangladesh Program, and in accordance with the program's strategic orientations, your key responsibilities will be to:

- Support the strategic development of the program activities in all concerned areas
- Ensure quality technical support to our Bangladesh program in a pro-active and supportive way, according to the strategies and plans defined on the program level, either directly in your fields of expertise, or by mobilising our technical resources division resources
- Manage the Technical Team: provide guidance, framework and support, facilitate the links and exchanges, share information, design action plans, and carry out appraisals.
- Support definition of new project proposals, project progress and ensure coherence with project objectives.

- Coordinate the monitoring, evaluation and learning management system of the program
- Supervise technical communication activities and ensure documentation of experiences
- Manage functional links with Headquarter and our Technical Resources Division, ensuring the most appropriate use of our technical resources when not available at the program level
- Develop program technical networking and support development of partnership

CANDIDATE PROFILE

To be the successful candidate you will have:

- Degree in Physiotherapy, Occupational Therapy, Public Health, or any relevant field to disability

Experience:

- Development programs, which have benefited people with disability
- Management and implementation of humanitarian programs, including representation at a senior level
- Project quality assurance and knowledge management system
- Capacity building and service delivery projects
- Proven experience with policy, strategy, institutional strengthening

Personal Qualities:

- Excellent interpersonal skills: ability to listen, sensitivity to others views and perspectives, and conflict resolution
- Strong self manager with proven ability on multi-tasking, setting priorities and reaching targets

REQUIRED LANGUAGE SKILLS

FLUENT IN ENGLISH

JOB ENVIRONMENT

Security can be a problem in Bangladesh, sometimes, but less since January 2007. Dhaka and the countryside are safe. Expatriates have to strictly follow the security measures in place.

EMPLOYMENT CONDITIONS

This may be an accompanied position.

Salary: 2150 to 2500 gross salary/month + 457 Euros net expatriation allowance/month + 50% of the medical cover taken in charge by HI + repatriation insurance + indemnity for partner and children

Or

Volunteer: 750 or 850 Euros monthly indemnity + living allowance paid on the field + accommodation + 100% of the medical cover taken in charge by HI + repatriation insurance + indemnity for partner and children

Please send resume and covering letter with the reference [TUCBANG1211](#) to

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Please do not call