

Job Descriptions:

Job title: Youth & Capacity Building Officer (KP) – Aawaz-II
Country, region: Pakistan, Khyber Pakhtunkhwa

About the organization:

Established in 1999 (formally registered in 2000 under the Societies Act) Omar Asghar Khan Foundation is a public advocacy organization helping to build a state that is responsive to its citizens. The Foundation works across Pakistan, with its strongest field-base in Khyber Pakhtunkhwa. The Foundation fundamentally understands how to engage citizens and civil society in demanding and promoting a functioning democracy, in which government is accountable, citizens are active participants, and civic space is effectively used to promote inclusion.

About the project:

Aawaz-II is a Foreign, Commonwealth and Development Office (FCDO) funded programme in Pakistan, managed by the British Council, which will work with local communities in KP and Punjab provinces to promote the rights of children, women, youth, and other marginalised groups, to strengthen their control over their own development.

Aawaz-II Programme has four pillars and the British Council is leading on the delivery of the community pillars relating to community dialogue, awareness and social cohesion. As part of the delivery of these pillars, Aawaz-II will provide information referrals, facilitate citizen-state engagement for uptake of services and enhance capacities of local communities. In Phase I (Jan 2020- Dec 2021) Aawaz-II will work with civil society organisations to implement the community-based interventions in 22 selected districts of Khyber Pakhtunkhwa and Punjab, setting up Aagahi Centres and forums at the village and higher levels. The thematic focus of the programme is on child labour, early and forced marriage, gender-based violence (GBV) and social cohesion.

Purpose of the position/Role:

Responsible for supporting DSPs in engaging youth in project activities. Also, responsible for supporting training and capacity building activities.

Key Responsibilities:

The Youth & Capacity Building Officer will be responsible for:

- Supporting DSPs in conducting training needs assessments and mapping annual training plans for community members, resource persons and Aawaz Youth Volunteers.
- Monitoring field-based training by DSPs and recommending improvements, where needed and provide and support in delivering capacity building trainings according to the defined standards.
- Scrutinize the youth volunteers identify by the DSPs to further engage them in the project activities.
- Regular engagement and support to Master Facilitators and Community Facilitators of Aawaz-II to ensure the quality of delivery.

- Analyse training reports and provide feedback (if required) to DSPs also support PMU in preparation of training reports.
- Support in embedding the dissemination strategy in trainings regarding the communication and awareness--raising messages.
- Ensuring compliance with British Council's safeguarding policies in project activities.
- AOB.

Qualifications & Skills:

Masters' Degree in Anthropology, Sociology, Social Work, Economics or any other relevant social sciences discipline and/or 10-15 years' relevant and demonstrated experience.

- Good knowledge and experience regarding gender mainstreaming.
- 5-7 years of experience of training and capacity building.
- Competency in Microsoft applications including Word, Excel & Power point.
- Thematic knowledge on any of the programme areas that are priority of the Aawaz-II programme i.e. child labour, early and force marriages, GBV and social cohesion and tolerance.
- Excellent analytical skills.
- Ability to work in a team and good interpersonal skills.
- Experience in designing and conducting capacity building and trainings of the field team member and community stakeholders of the behaviour change programmes.
- Experience in managing and designing training sessions.