



Job Announcement

Caritas Cambodia is an International Non-Governmental Organization has been working in sixteen provinces of Battambang, Siem Reap, Kampong Thom, Kandal, Takeo, Preah Vihear, Monduliri, Kratie, Stung Treng, Outdormean Chey, Kompong Cham, Kampong Chhnang, Pailen, Pursat, Rattanakiri provinces and Phnom Penh City in Integrated Community Development, Sustainable Agriculture, Community Health, HIV/AIDS, Prison, Prevention Eye Care, Community Based Disaster Preparedness, Emergency Response and Rehabilitation, Climate Change and Adaption, Right Based Approach, Advocacy, Gender & Anti-Trafficking, Vocational Skills Development for Youth Development, Friendly Vocational Skills Development for Young Women and Young Mother with Children, and Centre for Child and Adolescent Mental Health. Caritas Cambodia is currently seeking qualified and motivated National Candidates to fill in the below positions:

1. Community Health Project Manager Assistant (1 position based in Siem Reap Province, Sothnikum Operational District area)

Major responsibilities:

- ❖ Work closely with project staffs, local authorities, school teachers of Svay Leu District to achieve the project objectives related to the Mother and Child health Program as defined in the strategic planning and community health development model.
- ❖ Coordinate relevant training to build capacity Village Health Support Group (VHSG), Mother Support Group (MSG) and school teachers with PHD-OD-HC and District Education Department in compliance with training needs assessment.
- ❖ Provide direction to VHSG, community people and school teachers to participate in village development plans, school health plans and ensure their implementation and monitoring especially regarding primary health care, school gardening and WASH programs.
- ❖ Assist with the MCHN nutrition program in your target villages with quarterly child growth monitoring and health education including nutrition with cooking and family food production activities.
- ❖ Strengthen the HIV Prevention Mother to Child Transmission as well as prevention of communicable (including Covid-19) and non-communicable diseases.
- ❖ Strengthen the Safe Motherhood program, working closely with HC Midwives and VHSG. Assist with referrals to HC and RH.
- ❖ Assist the health team with community health campaigns and events in the villages:
- ❖ Assist community and school committees to mobilize resources to take up collective activities for community and schools development work.
- ❖ Visit the health centers and schools and identify the problems with the Government health staffs and teachers.
- ❖ Ensure participation approach from women and poorest people in decision-making jointly with local authorities and school teachers identifying problems, promoting primary health care, gender concept, rights-based-approach and child protection.
- ❖ Assist CHF with cases studies
- ❖ Provide regular feedback to your Manager and Provincial programs director.

Monitoring and evaluation:

- ❖ Conduct monthly monitoring visits to your target schools and villages to ensure the progress of project activities in the target areas and write activity reports.
- ❖ Collect all data and compile monthly.
- ❖ Assist Project Manager with monthly, quarterly and annual plans and reports, quarterly cash request.
- ❖ Assist Project Manager with new proposals and donor reports when relevant.
- ❖ Assess the project challenges and ask advices for problems solving.
- ❖ Assist the Project Manager with monthly staff meetings.

Qualifications:

- ❖ Bachelor Degree in Public Health, Degree in social sciences, Secondary Nurse or any equivalent field.
- ❖ Minimum 2 years' experiences in community health project management, school health and development with NGOs/INGOs
- ❖ Willing to work in a team, and stay overnight at the village level when needed.
- ❖ Proven facilitation and training skills
- ❖ Good interpersonal and communication skills
- ❖ Good written and spoken English and Khmer
- ❖ Good computer skills (Microsoft, Excel, PP, Internet).

2. Community Development Facilitator for the Social Inclusive Livelihood Program (1 position based in Siem Reap Province, Chikreng District)

Major responsibilities:

- ❖ Get clear understanding of the Social Inclusive Livelihood program and Climate Change adaptation program of Chikreng District.
- ❖ Visit your target villages to identify the problems together with the CC Social Worker, using ABCD approach. Act as "facilitator".
- ❖ Facilitate the new groups formation with ID poor, people chronically sick, disabled and all people in need as priority.
- ❖ Provide training to the committee, representatives/office bearers of the MHG.
- ❖ Include social awareness to all members and facilitate inclusion of all vulnerable.
- ❖ Facilitate the group formation and promote group/community saving in the groups and promote village loan where appropriate.
- ❖ Mobilize the vulnerable people to take up collective activities for their community.
- ❖ Coordinate and facilitate the training on the appropriate agriculture technical skill promote multi-crops, small animal raising and small business plans. Provide technical support for organic production to the production groups.
- ❖ Ensure that all activities are adapted and resilient to climate changes.
- ❖ Provide regular coaching and monitoring to the groups, using participatory approach.
- ❖ Promote gender, rights based, child protection and conduct awareness to the communities including Covid-19 awareness and preventive measures.
- ❖ Collect data, using the CC MIS system and analyze regularly with the team.
- ❖ Communicate with relevant stakeholders (local authorities, schools, health centers and disability networks for sharing, reflection and building network.
- ❖ Involve in project planning, monitoring and evaluation with the whole team.
- ❖ Prepare monthly/quarterly report to the Project Manager regarding to the activities in the Villages. Write case studies as needed.
- ❖ Attend CC meetings and trainings according to plan.

Qualifications:

- ❖ University degree in agriculture and or rural development or other equivalent
- ❖ At least 2 years' experience working in community development in rural areas.
- ❖ Knowledge & experience in climate changes adaptation and/or social work is a plus.
- ❖ Analytical skills.
- ❖ Proven facilitation and training skills (ToT).
- ❖ Skill in formation and strengthening of grass roots levels.
- ❖ Willingness to work in rural area especially with the poor and stay overnight when needed, using sub-office facilities.
- ❖ Commitment to the cause of the poor and the marginalized.
- ❖ Good interpersonal and communication skills.
- ❖ Good computer skills (Microsoft, Excel, PP, Internet).
- ❖ Good written and spoken English and Khmer.

3. Community Health Facilitator (1 position based in Siem Reap Province, working at Sothnikum Operational District area)

Major Responsibilities:

- ❖ Work closely with other project staffs, school teachers and local authorities of Svay Leu District to achieve the project objectives related to community health as defined in the strategic planning and community development model.
- ❖ Coordinate relevant training to build capacity Village Health Support Group (VHSG), Mother Support Group (MSG) and school teachers with OD and District Education Department in compliance with training needs assessment.
- ❖ Provide direction to VHSG, community people and school teachers to participate in preparing village development plans, school health plans and ensure their implementation and monitoring especially regarding primary health care education, schools Health checkups, school gardening and WASH program.
- ❖ Assist with the MCHN nutrition program in 8 villages with quarterly child growth monitoring and health education including nutrition.
- ❖ Strengthen the HIV Prevention Mother to Child Transmission Program in your area.
- ❖ Strengthen the Safe Motherhood program, working closely with HC Midwives and VHSG. Assist with referrals to HC and RH.
- ❖ Assist the health team with community health campaigns and events in the villages:
- ❖ Assist community and school committee to mobilize resources to take up collective activities for community and schools development work.
- ❖ Visit the health centers and schools of your areas and identify the problems with the Government staff and teachers.
- ❖ Conduct monthly monitoring visits to your target schools and villages to ensure the progress of project activities in the target areas.
- ❖ Ensure participation approach from women and poorest people in decision-making, identifying problems and promote concept of gender, right-based-approach and child protection; conduct health awareness raising activities in the target villages.
- ❖ Build relationship and trust with community people and schools' teachers and encourage target beneficiaries to participate in decision-making process.
- ❖ Build capacity to the community people by encouraging collaboration and ensuring access to a range of high quality support services; information, advice, training, mentoring, networking opportunities, etc.
- ❖ Prepare monthly work plan/activity report to the supervisor regarding to the activities in the target villages and schools.
- ❖ Communicate with relevant stakeholders (NGOs, UN, Gov't) for sharing and reflection and build up networks.

Qualifications:

- ❖ Bachelor Degree in Public Health, Degree in social sciences, Secondary Nurse or any equivalent field
- ❖ Minimum 2 years' experiences in community health promotion, school health or development with NGOs/INGOs
- ❖ Willing to work in a team, and sometimes stay overnight at the village if necessary
- ❖ Proven facilitation and training skills
- ❖ Skill in formation and strengthening of grass roots level
- ❖ Willingness to work with the poor people
- ❖ Good interpersonal and communication skills
- ❖ Be able to communicate in English is an advantage

The applicants currently based in Siem Reap and surrounding provinces are encouraged to apply

Interested candidates are requested to submit an updated CV, Cover letter and Caritas Application Form **by Sunday, 25th February 2024 at 5.00pm to Caritas Cambodia in Siem Reap**, at Lauk Taneuy street, Wat Bo village, Salakamroeuk, Siem Reap Province, Tel: 063 963 279 during working hours from 7.30 to 12.00 am and from 2.00 to 5.00 pm or by E-mail: glisse.bernadette@caritascambodia.org. Only short-listed candidates will be contacted for an interview.

Kindly do not attach documents and certificates by e-mail.

Siem Reap Office

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