



VACANCY ANNOUNCEMENT

SOS Children's Village International in Bangladesh (www.sos-bangladesh.org) is a non-governmental social devolvement organisation that provides care for children who have parental care or who are at risk of losing parental care and deprived of a caring family environment. SOS Children's Villages works in more than 130 countries and territories around the world. In Bangladesh, we have been working since 1972 and presently have programmes in Dhaka, Rajshahi, Khulna, Chattogram, Bogura, Sylhet and Bagerhat.

Our Programmes contribute to delivering on SDGs (Sustainable Development Goals) with a special focus on our target group to improve the national social protection system, fighting inequalities, promoting access to quality education, strengthening youth employability and ending violence against children.

Application is invited from the Bangladeshi citizens for the following positions:

Position: Deputy National Director

Number of Positions: 01

Job Location: National Office, Dhaka

[Those who have applied before need not to apply again.]

Mission of the Position: A senior-level managerial position responsible to ensure the effective delivery of programmes and services to children and youths, families and communities within the scope of organisation's vision, mission, values and strategy.

Tasks & Responsibilities:

- Support the National Director in designing, leading and managing programmes to meet the organisation's aims, goals objectives and to ensure that values are intact and policies are adhered.
- Monitor programme data including project budgets to ensure all expenditures comply with the donor's policies and regulations.
- Assess assigned programme locations' opportunities and challenges. Accordingly, interact with concerned stakeholders for programme sustainability and development.
- Guide the Project/ Village Directors in the formulation and implementation of agreed work plans successfully at the project level.
- Collaborate with the National Directors in the areas of strategic planning, administration and human resources.
- Do regular project visits to ensure implementation of agreed plans and policies.
- Promote long-term stability and financial self-sufficiency by pursuing support from government and private sources to maximise the fundraising potential.
- Supports the development and implementation of sustainable fundraising strategies and grant applications.
- Accountable for the capacity building and performance of Institutional Partnership Development team and others as assigned.
- Adapt to changes and provide support to the National Director to make necessary adjustments in the programme actions as needed.
- Ensure safe programming and address any potential risks in a timely manner.
- Adhere to organisation standards and regulations such as the Code of Conduct, Child & Youth Safeguarding, Sexual Misconduct Regulation (PSHEA) or any other policies/ regulations as introduced from time to time.

Essential Values, Behaviors and Skills:

- Self-Driven with a zeal to-do approach
- Passionate about the development of children and youths
- Excellent team player with a positive attitude.
- Meticulous, attention to detail and ability to meet deadlines.
- Ability to exercise tact and diplomacy in organizational settings
- Operates with excellence in mind in all matters, with the confidence to defend/debate ideas without hurting others.
- Knowledge of RBM and Project Cycle Management (PCM)
- Good knowledge of principles of Gender Equity, Diversity and safeguarding standards.
- Strong moral & ethical character and good physical & and mental health with strong integrity.
- Ability and willingness to travel as and when necessary

Educational Qualification, Experience & Other Requirement:

- Post Graduate degree in any discipline with not less than 2nd division/class in any public examination.
- Minimum 15 years of progressive experience, with at least 8 years of experience at the senior management level in the development sector/NGO/INGO, or government agencies.
- Track record of delivering excellent results in leadership roles and commanding respect.
- Experience in monitoring and evaluation; ability to produce and disseminate high-quality programme narratives.
- Have knowledge of child rights & and protection issues and the United Nations Convention on the Rights of the Child (UNCRC).
- Age limit: Minimum 40 years.

Salary: Negotiable

SOS Children’s Villages provide equal employment opportunities to all employees & qualified applicants without regard to race, colour, religion, gender, ancestry, national origin, age, disability, marital status, or class. SOS Children’s Villages complies with all applicable laws governing non-discrimination in employment. We strictly follow the United Nations Convention on the Rights of the Child and zero-tolerance neither on sexual exploitation, harassment and abuse nor fraud and corruption, amongst other safeguarding aspects. All co-workers must understand, respect and follow the rights of children to live without fear of abuse. The organization cherishes a non-smoking working environment.

After the probation period of 06 (Six) months, upon confirmation, the salary of the incumbent will be placed as per the existing salary range & grade of the organisation. Also, will be entitled to receive Festival Bonus, Contributory Provident Fund, Gratuity, Children’s Education Allowance, and Group Insurance (Death & Accidental) as per the existing policy of the organization.

SOS Bangladesh reserves the right to accept or reject your application at any stage and only short-listed candidates will be called for an Interview.

Interested Candidates are requested to apply online through e-mail at jobs@sos-bangladesh.org (mentioning the Position Name applied for in the subject of the e-mail) with a Cover Letter along with the prescribed “**Employment Application Form**” (please download from www.sos-bangladesh.org/download) in PDF format & rename in your full name to “Director-HR, SOS Children’s Village International in Bangladesh” on or before **October 15, 2024**.

