

JOB DESCRIPTION

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| <p>1. Position Title: Disaster Risk Reduction Project Facilitator (DRR-PF)</p> <p>3. Duty Station: APO-SvR (Svay Rieng)</p> | <p>2. Project: CDRP- ChildFund</p> <p>4. Report to: DRR Project Team Leader (DRR-PTL)</p> |
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5. Job summary:

The DRR Project Facilitator (DRR-PF) is to assist the DRR Project Team Leader (DRR-PTL) and provide technical assistance to CCDM and VDMG in the development and operation of the specific projects of Disaster Risk Reduction and Climate Change Adaptation (DRR/CCA)/ Community Drought Resilience Project (CDRP), at Romeas Haek district, Svay Rieng province funded by DFAT in closely collaboration with ChildFund Cambodia.

The DRR-PF directly bases at commune level and stays in village where she/he is assigned. The DRR-PF is responsible to the DRR-PTL and works in close cooperation with other relevant technical staff at respective Area Program Office (APO).

6. Major Responsibilities	7. Performance Expectations
6.1 To facilitate the rapid assessment when there is any disaster occurs at target communes.	<ul style="list-style-type: none"> ▪ Alerts any disaster information at target communes to DRR-PTL, ▪ Facilitates the village rapid assessment in collaboration with CCDM and VDMG and prepares report for DRR-PTL.
6.2 To assist CCDMs and VDMGs to integrate the Community Based DRR/CCA initiatives into CIP/CDP.	<ul style="list-style-type: none"> ▪ Facilitates the integration of CBDRR/ CCA initiatives into VDP and CIP/CDP in collaboration with VDCs. ▪ Works with CCDMs and VDMGs to update and or develop DRR plans. ▪ Works with CCs to organize Village Development Plan process in order to integrate into CIP. ▪ Assesses and updates the situation of risks at Communes/ Villages and utilizes it for risk mitigation plan and strategy.
6.3 To maintain the functions of results based monitoring, evaluation reporting (RBMER) of DRR/CCA project.	<ul style="list-style-type: none"> ▪ Follows the RBMER systems of CBDRR/ CCA by collecting data, updating data, maintaining baseline data, use of tools and methods. ▪ Conducts regular monitoring and coaching visits to all community based DRR/CCA projects to ensure the implementation of the project conforms to the plan. ▪ Drafts project reports, field monitoring reports in close collaboration with DRR-PTL. ▪ Drafts CBDRR/CCA best practices and submits to DRR-PTL.
6.4 To provide capacity building, coaching, mentoring and supporting to CCDM, VDMG and communities to implement DRR/CCA activities.	<ul style="list-style-type: none"> ▪ Provides CB to VDMG and communities/ farmers on community based DRR/CCA’s practices, tools, and methods. ▪ Provides coaching, mentoring and supports to communities in Community Based DRR/ CCA linking to drought resilience agriculture practices, farming business schools, climate field schools and etc. ▪ Facilitates the establishment of model farms – community drought resilience agriculture practices in every village. ▪ Provides public awareness on DRR/CCA best practices through

	build board, poster, leaflets, brochure etc.
6.5 To facilitate the advocacy initiative in Community Based DRR/CCA through networking and partnership.	<ul style="list-style-type: none"> ▪ Facilitates grassroots advocacy initiative of DRR/CCA in closely collaboration with CCs and VDC and other relevant people. ▪ Participates in any networking meetings/ workshops/ dialogues/ forums related to DRR/CCA at Commune or District levels. ▪ Engages CCs for better services delivery, response and social accountability to villagers and farmers. ▪ Under permission from CC, attends regular or special CC's meeting to update information and sharing some concerns.
6.6 To familiarize LWD's policy compliance and additional obligations.	<ul style="list-style-type: none"> ▪ Involves in procurement committee when there is requested from supervisor, ▪ Be aware and follows particular policy's compliances: Child Protection, Gender Commitment, People with Disability, Codes of Conduct, Conflict of Interest, Information Technology, Asset Management and etc. ▪ Uses, learns and acts on LWD's feedback and response mechanism (FRM) in a constructive manner.
6.7 To obligate other duties	<ul style="list-style-type: none"> ▪ Performs other tasks as requested by the supervisor.

8. Level of Responsibility & Authority

This position focuses on technical and advisory assistance with junior supervisory responsibility. This position is classified at Grade 04 in the LWD pay scale.

9. Job Requirements

9.1 Technical skills & Experiences

- At least two year experience in development work, especially in Community Based Disaster Risk Reduction and Climate Change Adaptation or related rural development works.
- Good communication training skills with community members in rural areas.
- Is able to communicate simple English is preferable.
- Motorcycle driving experience in rural areas.

9.2 Desirable qualifications

- Preferably graduate, at least associate degree in related field.
- Ability and interest to work and live with the community member in remote areas, and able to develop and maintain open good relationships with the poorest and to assist them to improve their standard of living.
- Good team player/ mobilizer and attitude of service.