

SENIOR GENDER INTERGRATION OFFICER

Annual Salary and Benefits	- National Salary Scale
Internal Job Grade	- D1, National
Contract type	- Fixed Term (2 years)
Reporting to	- Direct report: Gender Justice Programme Manager Matrix report: Economic Justice Resilience Programme Manager
Staff reporting to this post	- None
Locations	- Dhaka in Bangladesh with frequent travel to field
Annual Budget	- None

Shaping a stronger Oxfam for people living in poverty

Team Purpose:

The foremost purpose of the position is to ensure appropriate consideration and application of gender aspects of implementation, compliance monitoring, reporting and capacity building of 13 REECALL 2021 implementing partners. REECALL 2021 is the second phase of the Resilience through Economic Empowerment, Climate Adaptation, Leadership and Learning (REE-CALL) framework program of Oxfam in Bangladesh. The program is a continuation of Oxfam's innovative response to the needs of climate-vulnerable communities in char, haor and coastal areas, with emphasis on economic justice, women's empowerment, climate action, disaster risk reduction, active citizenship and knowledge management. REECALL 2021 follows the integrated approach of building resilience considering the Oxfam's Resilient Development Framework where approaches are also integrated due to the combination of a rights-based approach to risk, a long-term, process-orientated approach, a gender justice approach, a systems approach (changing the social systems that create risk, fragility and vulnerability), a one programme approach and an approach that recognizes a social foundation and environmental limits. As an expert, the Senior Gender Integration officer will provide advice and guide REECALL 2021's Women Empowerment works while advancing gender equity and women leadership through reducing unpaid care work burden among women, developing their soft skills on control over their own income and resources and sensitizing men on equitable gender relations. S/he will also work on issues of inclusion of displaced population groups to ensure that interventions are sensitive to these dynamics on the ground. Maintenance of an overall good flow of communication and information between Gender Justice (GJ) and Economic Justice (EJ) program, Oxfam in Bangladesh. The candidate also expected to have working knowledge on gender in emergency and in humanitarian crisis.

Job Purpose - Key Responsibilities and Accountabilities

Technical Knowledge Management and operational strategy on Programming : (%)

- Assist EJ/GJ team on coordinating with all REECALL 2021 and other Implementing Partners on gender-related tasks
- Work closely with REECALL 2021 team on Community Engagement, strengthen Women Groups and build their capacity to achieve that OXFAM's work treats gender as a cross-cutting issue in all its activities.
- Conduct field visits regularly to support EJ/GJ program in ensuring engendering the overall participatory community engagement, women empowerment with special focus on economic justice, climate action, disaster risk reduction, active citizenship and knowledge management.
- Support inclusion of Sex and Age Disaggregated Data (SADD) in all GJ and EJ assessment work and subsequent analysis of the data, ensuring that such data helps to strengthen program interventions.
- Support the ongoing monitoring and evaluation activities, ensuring that gender and women advancement issues are highlighted and addressed.
- Support the monitoring, evaluation and reporting on gender mainstreaming by ensuring the collection of relevant baseline information and formulation of indicators that are sensitive to gender.
- Support organizational accountability / feedback mechanisms ensuring girls, boys, women and men have a voice.
- Support in collecting data and will responsible for the quarterly and annual report.

Capacity building : (%)

- Identifying training needs and organize trainings to staff and partners on gender related issues (eg Gender Transformative Leadership, SGBV, Safeguarding, Safe Programming)
- Support REECALL 2021 colleagues in conducting consultations with women, men, girls and boys as well as any vulnerable groups as part of implementations and monitoring.
- Support partner organization to assess and find strategies to reduce care work burden for women and girls.

Enterprise development: (%)

- Support preparation and dissemination of information related to gender and women empowerment issues that are relevant to the women enterprises intervention.
- Sound knowledge and work experience with public /private partnership; engagement of women in economic scopes.

- Clear understanding and knowledge on market analysis and role of private sectors in poverty eradication or employment generation

Coordination & Representation: (%)

- Identify relevant stakeholders (including government departments, local influential, CBO, I/NGO etc.), developing and maintaining relations ensuring visibility and profile of Oxfam's gender focused programming at rural and urban operational sites.
- Ensure regular coordination with other colleagues as and where appropriate.

Policy, Advocacy, Campaign and Communications (PACC): (%)

- Liaise with PACC colleagues to ensure gender related issues are clearly articulated in any advocacy materials and positions produced and take action jointly at field level
- Assist GJ, EJ and PACC team to develop material with a specific focus on the impact of the violence and discrimination on women, men, girls and boys. Highlighting priority issues of concern based on the context.

Emergency and humanitarian support: (%)

- Sound knowledge and ground level experience in emergency response or in humanitarian crisis.
- Able to understand the minimum standards of Gender in Emergencies

Partnership management : (%)

- Strong partnership development skills, communication and coordination skills both with development and strategic partners including local government.

Any other tasks or engagement as may reasonably be required by the organization.

Technical Skills, Experience & Knowledge

Essential:

- Post Graduate Degree in social science, preferably in Women and Gender Studies, with minimum 5 years' experiences in the relevant development field
- Significant field experience of gender programming in several emergency and humanitarian crisis.
- Proven experience in working with larger team as mediator.
- Extensive experience in capacity development role at mid-ground level and good ability to facilitate learning and knowledge management specially at the field level.
- Excellent communicator with strong verbal, written and reporting skills in English.
- Experience of designing and delivering training and developing training materials, reports.
- Proficiency in information technology/ computer skills.

- Proven Gender Sensitive approach at field level monitoring,
- Training and facilitation
- Networking and coordinating skills
- Ability to analyse data and provide a specific focus on women and girls issues in relevant program

Desirable:

- Committed to Oxfam International’s core values;
- Strives for lasting impact
- Open and accountable
- Inclusive and empowering
- Communicator and influencer.
- Experienced with working with senior management.
- Team player and relationship builder.
- Able to work calmly under extreme pressure and at unpredictable hours during emergency response.

**Key Behavioural Competencies
(based on Oxfam’s Leadership Model)**

Competencies	Description
Decisiveness	We are comfortable to make transparent decisions and to adapt decision making modes to the context and needs.
Influencing	We have the ability to engage with diverse stakeholders in a way that leads to increased impact for the organisation We spot opportunities to influence effectively and where there are no opportunities we have the ability to create them in a respectful and impactful manner.
Humility	We put ‘we’ before ‘me’ and place an emphasis on the power of the collective, nurture the team and play to the strengths of each individual. We are not concerned with hierarchical power, and we engage with, trust and value the knowledge and expertise of others across all levels of the organization.
Relationship Building	We understand the importance of building relationship, within and outside the organization. We have the ability to engage with traditional and non-traditional stakeholders in ways that lead to increased impact for the organisation.
Listening	We are good listeners who can see where deeper levels of thoughts and tacit assumptions differ. Our messages to others are clear, and consider different preferences.
Mutual Accountability	We can explain our decisions and how we have taken them based on our organizational values. We are ready to be held to account for what we do and how we behave, as we are also holding others to account in a consistent manner.
Agility, Complexity, and Ambiguity	We scan the environment, anticipate changes, are comfortable with lack of clarity and deal with a large number of elements interacting in diverse and unpredictable ways.

Systems Thinking	We view problems as parts of an overall system and in their relation to the whole system, rather than reacting to a specific part, outcome or event in isolation. We focus on cyclical rather than linear cause and effect. By consistently practicing systems thinking we are aware of and manage well unintended consequences of organisational decisions and actions.
Strategic Thinking and Judgment	We use judgment, weighing risk against the imperative to act. We make decisions consistent with organizational strategies and values.
Vision Setting	We have the ability to identify and lead visionary initiatives that are beneficial for our organization and we set high-level direction through a visioning process that engages the organization and diverse external stakeholders.
Self-Awareness	We are able to develop a high degree of self-awareness around our own strengths and weaknesses and our impact on others. Our self-awareness enables us to moderate and self-regulate our behaviors to control and channel our impulses for good purposes.
Enabling	We all work to effectively empower and enable others to deliver the organizations goals through creating conditions of success. We passionately invest in others by developing their careers, not only their skills for the job. We provide freedom; demonstrate belief and trust provide appropriate support. We give more freedom and demonstrate belief and trust, underpinned with appropriate support.