

Job Description

Position	Technical Specialist- SRHR	Grade	'C2'
Department & Location	Health Programme-Generation Breakthrough Project, BCO	Date	December 2017
Reports to	Project Manager-Generation Breakthrough, based at BCO.		
Purpose:	<p>Founded 80 years ago, Plan International is one of the oldest and largest children's development organizations in the world. We work in 52 developing countries across Africa, Asia and the Americas' to promote child rights and lift millions of children out of poverty. In Bangladesh it has started its operations in 1994. Plan International seeks to ensure the rights of children to education, health, safe water and sanitation, protection, youth social and economic empowerment and climate change, environmental degradation and natural or man-made disaster hazards throughout the country.</p> <p>Plan International Bangladesh is presently implementing its fourth country strategic plan (CSP IV) developed for five years covering fiscal year 2016 to 2020. To enable adolescents to make informed decisions regarding their sexual and reproductive health and to avail appropriate services in a friendly environment through strengthening government health system and comprehensive child upbringing and sexuality education is one of the objectives of the present CSP. This objective is covered under Health Programme.</p> <p>Plan International Bangladesh has been awarded 'Generation Breakthrough' project which aims to increase number of adolescents of 10-19 years in selected districts who will behave in a gender equitable way and make use of Adolescent Sexual and Reproductive Health (ASRH) information and services. Plan International Bangladesh is using these funds to develop a replicable model for changing gender attitudes of in school adolescents and increase their ASRH knowledge. The project works in 350 schools in Dhaka, Barisal, Barguna and Patuakhali. It is funded through UNFPA and is implemented in collaboration with the Directorate of Secondary and Higher Education of the Ministry of Education.</p> <p>The Technical Specialist-SRHR is responsible to provide technical input to the project manager for development of Annual Work Plan and reports. H/She will monitor the technical aspects of the project's gender, SRHR and life skills education intervention and provide necessary feedback to partner organization and school authorities. H/She will also oversee the quality of ASRH counselling and referral services provided through project helpline.</p>		

Dimensions of Role:

Financial measures or statistics relevant to post such as budget; list of direct and indirect reports

Technical knowhow regarding Adolescent Sexual and Reproductive Rights (ASRHR) and Gender based Violence (GBV) is crucial for this position. Although having no direct reports, this position is responsible to technically supervise a team of helpline counsellors and field technical officers. This position responsible for providing planning and technical input to ensure proper implementation of plan and utilization of budget. S/he, however is not directly responsible to expend budget.

Typical Responsibilities - Key End Results of Position:

“What” is done and “why”, but not “how”; include indicators for success

Key Results Area (KRA) 1: To ensure quality implementation of Gender and SRHR education in schools

Indicators for success:

- Adolescents in 350 schools and madrasahs are attending GEMS and SRHR sessions as per plan
- Assigned partner field staff are supported in providing technical assistance to school teachers for quality implementation of GEMS and SRHR sessions
- School campaigns (e.g. quiz competitions) are designed to promote gender equity and SRHR in schools
- Questions on Gender Based Violence and SRHR posed by student through project question box are answered correctly and completely on time

KRA 2: To provide technical support to partner staff for providing training to school teacher on Gender and ASRHR:

Indicators for success:

- Technical support to partner staff is provided
- School teachers are well oriented on ASRHR and Gender Based Violence (GBV) issues.

KRA 3: To facilitate adolescent’s access to GBV and SRHR information, services including counselling and referral services through project helpline and locally available health facilities

Indicators for success:

- Helpline counsellors are supported in providing SRHR counselling and referral services to adolescents
- Guideline for helpline service delivery is in place
- Health facilities are supported in providing information and services to adolescent

KRA 4: To represent Plan International Bangladesh in national level ‘ASRHR’ network and advocate its projects’ agenda to the appropriate bodies/authorities of government and NGOs/INGOs etc.

Indicators for success:

- Plan advocated issues considered in meeting/ discussions with partners/local organizations as inputs to formulation and development of ‘Generation Breakthrough’ planning processes.
- Number of joint activities/events carried out at the local/national level on ‘Generation Breakthrough’ issues with direct involvement and influence of the incumbent.

Dealing with Problems:

Complexity of problems handled & the degree of investigation, analysis, & creative thinking required to solve them

- The position need to communicate and convince government officials in MoE and MoHFW
- He/she needs to negotiate and convince the project manager and other technical members of ‘Generation Breakthrough’ project and Health team in setting standards of project deliverables and meeting deadlines.
- While has a direct reporting line with Project Manager, he/she needs to set direction on technical aspects and deadlines which is critical to be successful in this position.

Communications and Working Relationships:

Working contacts inside and outside the organization; include the purpose and level (high, medium, low) of the contact

Internal contact:

Position	Reasons for contact	Level (high, medium, low)
Project Manager- 'Generation Breakthrough' project	<ul style="list-style-type: none"> To finalize the plan and budget for project activities; to get deadlines and to ensure technical support to partner organization of the assigned program unit 	High
M&E specialist - 'Generation Breakthrough' SRHR Advisor	<ul style="list-style-type: none"> To act on the monitoring findings. Report preparation and help M&E specialist for effective model development. 	High
Accounts team at BCO	<ul style="list-style-type: none"> To receive technical guidance on development of work plans, technical documents and implementation of project interventions 	Medium
Admin team at BCO	<ul style="list-style-type: none"> To receive guidance on and preparation/review of relevant part of the project budget and review of partner fund requests; monitoring financial performance of the assigned PO. 	Medium
Admin team at BCO	<ul style="list-style-type: none"> To ensure logistics for the meeting, workshop events, joint training etc. of Generation Breakthrough project; and to ensure accommodation, travel arrangement and other logistics requirement while visiting outside the project area or when someone comes to visit project activities. 	Medium

External contact:

Position	Reasons for contact	Level (high, medium, low)
MoE officials	<ul style="list-style-type: none"> To provide technical support in implementing school and club based activities 	High
Project point person of partner organization	<ul style="list-style-type: none"> To support and provide guidance during developing/ adopting project materials 	High
MOH officials	<ul style="list-style-type: none"> For organizing functional referral system for SRH services in project areas 	Medium

Knowledge, Skills, Behaviors, and Experience Required to Achieve Role's Objectives:

Gained through education, training, & experience

Education:

At least postgraduate degree in social science. Preferably public health/international health/global health with specialization in adolescent/sexual reproductive health is required.

Experience

- At least five years direct working experience in adolescent sexual and reproductive health and gender based violence. Experience on Adolescent Friendly Health Services and Comprehensive Sexuality Education implementation is preferred.

Training:

- Training on project cycle management, Gender, ASRHR, adolescent friendly health services and comprehensive sexuality education.

Knowledge, Skills and demonstrated Behaviour: Core and Functional Competencies required for this job with level (i.e. proficient, knowledgeable or aware)

Core competencies:

(Set of knowledge, skills and attitudes necessary for all Plan-Bangladesh staff)

Understanding Plan: <i>Understands the role of Plan and context in which Plan works</i>	Proficient
Leadership: <i>Cultivates an environment where people are confident to take the initiative, be innovative and learn new ways of working</i>	Knowledgeable
Communicates effectively: <i>Adopts an appropriate communication style when communicating with the whole range of colleagues, partners, Children and communities; exhibits active listening and effective feedback; ability to clearly and convincingly express thoughts and ideas in written and verbal form</i>	Knowledgeable
Facilitating CCCD: <i>Adopts appropriate tools and methodologies to facilitate disadvantaged children, families</i>	Knowledgeable
Management: <i>Manage resources (staff, budgets and work) to deliver results to agreed quality standards; able to apply planning-leading-organizing-controlling skills</i>	Knowledgeable
Positive team style: <i>Adopts a team style which adds value to work and reinforces good working practices</i>	Proficient
Child Protection Awareness: <i>Demonstrates an understanding about the Child Protection Policy and compliance, applies the possible protection measures within the scope of job, and provides inputs for strengthening child protection measures.</i>	Knowledgeable

Functional competencies and level:

(Set of knowledge, skills and attitudes specific to the managerial, technical or support requirements of the position which may also be discipline specific)

Generation Breakthrough project: <i>Sound knowledge and conceptual clarity in 'Generation Breakthrough' aspects within the country context to establish Gender and SRHR education and adolescent friendly health services.</i>	Proficient
Health Parameter: <i>Should equipped with recent local, national and international health parameter and have ability to analyze local health situation with especial focus on ASRH and rights related issues.</i>	Proficient
Participatory management: <i>Ability to involve the members of the team or communities in consensus building and decision making</i>	Knowledgeable
Facilitation skills: <i>Effectively facilitate training workshop to enrich participant understanding of particular subject</i>	Knowledgeable
Problem solving: <i>Ability to analyze the problem, information and circumstances and provide quick and quality solutions</i>	Knowledgeable
Technological knowledge: <i>Use of various technological tools (Computer including e-mail, internet, scanner, software (MS Offices), electronic banking system, cheque writer etc.)</i>	Knowledgeable
Donors rules and regulations <i>Abreast of updated requirements of concerned donor's rules and regulations. Ability to identify usages of the same within the project context and ensuring requirement of the same.</i>	Knowledgeable
Project progress reporting: <i>Ability to organize and analyze information, present these for the audience in report format that can be used for making decisions.</i>	Knowledgeable

Demonstrates the attitudes of:

- Integrity, transparency, proactive stance
- Respect for gender equity
- Respect for sexual and reproductive rights
- Adherence to child rights and child protection

Physical Environment and Demands:

May be “typical office environment”; note if heavy lifting, climbing, excess travel, etc.

Based at the Country Office of Plan International Bangladesh with at least 60%-70% travel to projects areas, partner organizations. The position holder mostly works in the field implementation environment. At office he/she uses computer/laptop for documentation, report preparation, budgeting etc.

Level of Contact with Children:

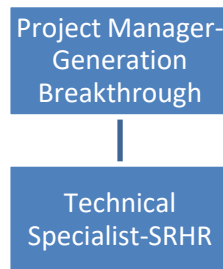
Low contact: No contact or very low frequency of interaction

Mid contact: Occasional interaction with children ✓

High level: Frequent interaction with children

Organizational chart:

Position Title: Technical Specialist-SRHR



Certification

We have carefully reviewed this Job Description and are satisfied that it fully and accurately describes the requirements of the position.

MANAGER:

Name
Signature
Date

I have read the Job Description and agree to undertake the activities and responsibilities specified. I also acknowledge that this profile is an indicative indication of job activities and I understand that I may be required to undertake additional tasks as required within the mandate of Plan.

POSITION HOLDER

Name
Signature
Date