

## **Disability Inclusion Advisor - Bangladesh Permanent Contract/Full-Time**



### **CBM Global**

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Commerce No. 75787032

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[www.cbm-global.org](http://www.cbm-global.org)

## CBM Global

**Our Vision:** an inclusive world in which all people with disabilities enjoy their human rights and achieve their full potential.

**Our Mission:** fighting to end the cycle of poverty and disability.

**Our Values:**

- We champion **inclusion**
- We strive for **justice**
- We pursue **excellence**
- We embrace **partnership**
- We live with **integrity**

While the world has been making progress in tackling poverty, people with disabilities are being left behind. CBM Global works alongside people with disabilities in the world's poorest places to fight poverty and exclusion and transform lives. Driven by Christian values, we seek out and work with the most marginalised in society, irrespective of race, gender or religion, recognising the equal worth of every individual.

Drawing on over 100 years' experience and world-leading expertise in disability-inclusive community development and humanitarian action, inclusive eye health and community mental health, CBM Global works with partners to break the cycle of poverty and disability and build inclusive communities. Our programmes across Africa, Asia and Latin America are developed and delivered with local partner organisations to ensure long-term transformation and accountability in communities we serve. We're deeply committed to the principle of "nothing about us without us", and we therefore work closely with and support organisations of people with disabilities.

CBM Global is made up of CBM Australia, CBM Ireland, CBM Kenya, CBM New Zealand, CBM Switzerland, and CBM UK with programmes worldwide and Country Offices in Philippines, Bangladesh, Laos, Nepal, Indonesia, Kenya, Zimbabwe, Burkina Faso, Nigeria, Madagascar and Bolivia. CBM Global works in over 20 countries, maximising our impact through long-term, authentic partnership and a coordinated mix of inclusive community-based programmes, local to global advocacy and delivering inclusion advice to other organisations.

We draw on learning and evidence from our community work to inform our advocacy hand-in-hand with the Disability Movement at local, national and international levels, including with the UN, to achieve systemic change for people with disabilities. We advise governments, UN bodies and other organisations on how to ensure inclusion in their own organisations, policies and programmes to further amplify our impact.

## **The Role**

### **Disability Inclusion Advisor Permanent contract/Full-Time**

#### **Reports to:**

The Disability Inclusion Advisor (DIA) will report to the Country Director Bangladesh.

The Disability Inclusion Advisor is a member of a network of advisors across CBM Global called the Inclusion Advisory Group (IAG). As such the postholder will be supported by the wider IAG as well as by the specific Bangladesh focal point within the global IAG team who will provide technical oversight and mentoring through a dotted reporting line.

#### **Job Overview**

CBM Global has extensive experience in providing inclusion advisory to external stakeholders through our IAG. The IAG is a global network of Advisory teams who deliver inclusion advisory in collaboration with the Disability Movement and associate advisors. Inclusion Advisory work is one key means through which CBM Global seeks to achieve its programme objectives.

The Disability Inclusion Advisor will work with the Bangladesh country team, with support from the wider IAG where relevant, to grow inclusion advisory work in Bangladesh and may contribute to inclusion advisory work and learning across the wider IAG. The Disability Inclusion Advisor will be responsible for setting the direction of our work, developing relationships with Organisations of Persons with Disabilities (OPDs) and other delivery partners, as well as growing a body of inclusion advisory work, and delivering on it within the framework of Bangladesh Country Strategy Plan (CSP).

**Based:** The Disability Inclusion Advisor will be based in Dhaka, Bangladesh with frequent movement to project areas as per the necessity.

**Hours:** Full-time, permanent contract

**Salary range:** The salary offered will be competitive, dependent on skills and experience, as well as country of location. We offer a local contract.

### **Responsibilities and Duties**

#### **Strategic Planning (40%):**

- Develop and implement Bangladesh Country Team Disability Inclusion Advisory business plan, aligned with CBM Global Federation External Advisory strategic goals.
- Collaborate with leadership to integrate disability inclusion into the Bangladesh country strategic objectives and plans.
- Support to the Bangladesh Country Strategy Plan implementation through proactive engagement with the country team members to implement the DI Advisory priorities.

- Design and lead the DI advisory projects under the Bangladesh Country Team and support CBM Global Bangladesh projects and partners to incorporate DI aspects.

### **Scoping and Delivery of External Advisory Work (40%):**

- Establish and maintain relationships with disability movement and external stakeholders to stay informed about the best practices and emerging trends, and to deliver constructive disability inclusion advisory in collaboration.
- Represent Bangladesh country team within the wider IAG network and in external forums focused on disability inclusion.
- Scope out disability inclusion advisory opportunities with organisations operating humanitarian and development interventions in Bangladesh.
- Provide disability inclusion advisory to external stakeholders as per plans in collaboration with partners and/or disability movement.

### **Internal CBM Global Engagement (20%):**

- Serve as a resource for Bangladesh Country Team for disability inclusion in the Disability Inclusive Disaster Risk Management (DiDRM) and development interventions, including providing technical support to the Disability Inclusion Coordinator based in Cox's Bazar to implement advisory projects and open doors for more advisory work.
- Engage in continuous learning and upskilling and contribute through sharing learning as widely as is required for disability inclusion advisory work.
- Perform any other tasks delegated by the Country Director and senior management team members.

## **Safeguarding Role**

### **Skills**

Able to make sound judgements and timely decisions on safeguarding risk management to ensure the programme is safe. Able to develop and implement innovative solutions to minimise risks to programme participants.

### **Behaviours**

Always considers safeguarding risks in all activities and interventions.

## **Key outcomes expected from this role**

1. Advisory strategy developed, documented, and adjusted as needed.
2. Mutually beneficial relationships developed with OPDs in relation to disability inclusion advisory.
3. IAG and Bangladesh country team is well represented within local development and humanitarian networks.
4. Bangladesh is well represented and participates in the global IAG, including accessing support and participating in peer review and other peer learning and quality processes.
5. New opportunities for disability inclusion advisory work generated and delivered on at high quality.
6. Promoting disability inclusion advisory to external stakeholders and advocacy platforms in Bangladesh.

7. Develop business plans on disability inclusion advisory for Bangladesh for 5 years 2025 – 2029.
8. Contribute to generating funding in country and consultation fees through disability inclusion advisory work.

## **Person Specification**

All of the following requirements are **essential**, unless marked with a \* when they are **desirable**.

**CBM Global welcomes applicants from diverse backgrounds and people with lived experience of disability.**

### **Experience**

- At least 5 years of working experience with NGOs and INGOs
- At least 3 years of experience in supporting organizations and field programmes on disability inclusion
- Experience in design, implementation, monitoring, and evaluation of human rights-based development and/or humanitarian programs and policies, preferably including experience working on disability inclusive programs and policies
- Understanding of the UN Convention on the Rights of Persons with Disabilities and its application to country policies and programmes.
- Demonstrated training and capacity development skills and experience
- Proven experience of raising funds through disability inclusion advisory\*
- Proven experience of designing and delivering for disability inclusion advisory\*
- Proven experience of OPD led disability inclusion advisory and advocacy work\*

### **Skills/competencies/personal qualities**

- Excellent communication skills in English (written and spoken), including the ability to adapt pitch, style, and content of messages for different audiences, and to communicate in an inclusive manner
- Excellent interpersonal skills with ability to develop and maintain networks of communication with a range of stakeholders
- Ability to work as a member of a team, as well as the ability to work in a self-directed manner
- A willingness to contribute to the growth and development of CBM Global, and the IAG
- Ability to manage shifting workloads and priorities and deliver high quality work on time
- Strategic thinking and creativity
- Disability Inclusion Expertise
- Analytical Skills
- Facilitation Skills
- External Engagement and Collaboration
- Accessibility Assessment\*
- Capacity Building
- Flexibility\*
- Business Development and Planning

## **Qualifications**

- Master's degree in disability studies, gender and development studies, rehabilitation sciences, social sciences, humanities, or any other relevant disciplines.
- Any relevant studies, training and certifications on Disability, rehabilitation, Inclusion etc.\*

## **Acknowledgement:**

This job description has been designed to indicate the general nature and level of work performed by employees within this classification. However, it is inevitable that responsibilities and tasks may from time to time be varied and unpredictable. It is expected of the staff to respond with a flexible approach when tasks arise which are not specifically covered in this job description. Should be an additional responsibility or task become a regular part of an employee's job, the job description will be amended in consultation with the employee.

## **Employee Benefits**

- We offer flexibility and working from home arrangements.
- As part of our commitment with inclusion, CBM Global aims to encourage applications from people with disabilities and those with health conditions. We have a comprehensive equality and diversity policy.

## **Useful Information**

### **Shortlisting and Interviews**

CBM Global is an equal opportunities employer, committed to ensuring all applications are treated fairly.

All applications are subject to our shortlisting process; if you are shortlisted we will contact you and invite you to attend an online interview. You will also be advised at this point if there will be any skills tasks to complete as part of the recruitment process.

### **Diversity Policy Statement**

Everyone has the right to be treated with consideration and respect. CBM Global is committed to achieving a truly inclusive environment for all, by developing better working relationships that release the full potential, creativity and productivity of each individual. CBM Global aims to ensure that all staff, volunteers, donors, partners, contractors, and the general public are treated fairly. This will be regardless of sex, sexual orientation, gender re-assignment, marital or civil partnership status, race (including colour, nationality, ethnicity, or national origin), disability, medical status, age, religion or belief, political opinion, social or economic status.



## Employment Checks

CBM Global is committed to the safety and best interest of all children and vulnerable adults accessing CBM Global supported services and programmes. Relevant background checks including working with children, police and reference checks will be completed prior to the preferred candidate's employment being confirmed.

All applicants must have the right to work in the relevant country. All offers of employment are made subject to the following criteria: Proof of eligibility and satisfactory employment screening, and three references satisfactory to CBM Global.

## How to apply

**More information about CBM Global Disability Inclusion** can be found by visiting the CBM Global website: [www.cbm-global.org](http://www.cbm-global.org)

**Closing date: Sunday, 06 July 2025**

**Please:**

1. Use this link:  
<http://cbmglobal.peoplehr.net/Pages/JobBoard/Opening.aspx?v=69880517-6d85-4fe4-883f-42a5bd7d2cb9> to apply
2. Prepare your CV in English please, as you will need to upload it into our ATS system.
3. Download and complete the Application Form in English please, as you will need to upload it into our ATS system.
4. No email applications will be considered. If you have any problems with the system, please redirect them to our email address [recruitment@cbm-global.org](mailto:recruitment@cbm-global.org) with the following format: *Family Name First Name: **Disability Inclusion Advisor, Bangladesh.***

We also welcome informal enquiries, which should also be sent to the above email address.