

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



### **CBM Global Disability Inclusion**

Bangladesh Country Office

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## 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 marginalized in society, irrespective of race, gender or religion, recognizing 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 organizations to ensure long-term transformation and accountability in the communities we serve. We're deeply committed to the principle of "nothing about us without us", and we therefore work closely with and support organizations 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, maximizing 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 organizations.

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 organizations on how to ensure inclusion in their own organizations, policies and Programmes to further amplify our impact.

## The Role

### Disability Inclusion Advisor: Bangladesh

#### Reports to:

#### Country Director

#### Job Overview and Core Purpose

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.

This 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).

The Disability Inclusion Advisor is intended to ensure long term DI advisory support for the Country Team. However, She/he will maintain a humanitarian focus in Cox's Bazar for at least the 1<sup>st</sup> year/2024, with the objectives outlined in the NZ MFAT proposal being the key deliverables in the person's 2024 KPOs.

For effective monitoring and management of the Disability Inclusion Advisor in 2024, this role will be closely working with our partner CDD, and Rohingya Response Manager in Cox's Bazar, following the regular strategic guidance and leadership from the Humanitarian Manager, and reporting to the Country Director.

**Based:** The Disability Inclusion Advisor will be based in Cox's Bazar, Bangladesh for at least the 1<sup>st</sup> year/2024. She/he will spend his/her 75% time in Cox's Bazar to focus on DI advisory support to the humanitarian action, and travel and spend 25% time in Dhaka to support other DI advisory support requests. After the 1<sup>st</sup> year/2024, we may re-evaluate the focus/remit of the position.

**Hours:** Full-time

**Salary range:** Competitive

#### Responsibilities and Duties (this is a summary of the role and not limited to perform):

- Support to the Rohingya Response Strategy through a combination of direct engagement in Cox's Bazar; scoping opportunities, providing advisory, etc., and technical support to the Disability Inclusion focal points based in Cox's

Bazar to implement advisory projects and open doors for more advisory work.

- Support to the Country Humanitarian Preparedness Strategy through proactive engagement with the country team members to implement the DI Advisory priorities.
- Develop and implement Bangladesh Country Office Disability Inclusion Advisory strategy aligned with CBM Global Federation External Advisory strategic goals.
- Collaborate with leadership to integrate disability inclusion into the Bangladesh country strategic objectives and plans.
- Review and enhance existing policies within CBM Global Bangladesh Country Office, its humanitarian and development interventions, and external stakeholders to ensure they align with best practices for disability inclusion.
- Draft new policies and procedures that promote a barrier-free and inclusive environment within the organization, and its humanitarian and development interventions.
- Conduct disability inclusion technical support plan and accessibility audits to identify and address potential barriers.
- Motivate Bangladesh country team members to implement necessary changes and improvements within the organization, its humanitarian and development interventions, and external stakeholders.
- Serve as a resource for CBM Global for disability inclusion in the humanitarian and development interventions.
- Engage in continuous learning and upskilling and contribute through sharing learning as widely as is required for disability inclusion advisory work.
- 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.
- Track and document changes and improvements in disability inclusion components of Bangladesh Country Office field programmes in alignment with programme quality framework and disability inclusion standards applicable for the humanitarian and development interventions.
- Perform any other tasks delegated by the Country Director and senior management team members.

## **Safeguarding Role**

### **Management, Leadership roles:**

#### **Knowledge**

Understands what safeguarding means for the teams / departments they manage and the work they do. Understands power imbalances and ways in which team/organisational culture may be reinforcing negative stereotypes and biases, and the impact of these dynamics on the vulnerable and marginalised.

#### **Skills**

Leads teams to develop the necessary skills and expertise to undertake their roles and responsibilities for safeguarding. Explicitly and visibly challenges power imbalances, inequalities, gender bias and discrimination in organisational systems and processes. Leads on organisational change within their teams to embed safeguarding in their work and processes. Develops indicators and frameworks for measuring how well teams are delivering on roles and responsibilities for safeguarding. Creates organisational mechanisms which strengthen accountability to communities, Members and donors on safeguarding.

### **Behaviours**

Holds teams accountable for delivering on safeguarding standards. Articulates and promotes the strategic importance of safeguarding in all aspects of the organisation's work. Demonstrates leadership in ensuring that staff, Programmes and operations are safe for all Programme participants, staff and volunteers.

## **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 2024 – 2028.
8. Contribute to generate in country funding 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 and knowledge**

- 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 programs.
- 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 (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 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, training, and education**

- 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.\*

## **Employee Benefits**

- As part of its commitment to its work with people with disabilities, CBM Global aims to help successfully employ and retain people with disabilities and those with health conditions. We have a comprehensive equality and diversity policy.

## **Useful Information**



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## 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, or ex-offender 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

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**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: 02 March 2024**

Please:

1. Use this link:  
<https://cbmglobal.peoplehr.net/Pages/JobBoard/Opening.aspx?v=6830eed9-133d-4cee-9484-65343a18b05c> 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 [hr.cbmg-bco@cbm-global.org](mailto:hr.cbmg-bco@cbm-global.org) with the following format: *(Family Name First Name, Position Name, Bangladesh)*

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