



Islamic Republic of Afghanistan
Ministry of Rural Rehabilitation and Development
Citizen Charter Program of Afghanistan



External-Vacancy Announcement

Introduction

The Citizens Charter is a National Priority Program (NPP) of the National Unity Government (NUG) that was officially launched on September 25, 2016.

The Citizens Charter is an inter-ministerial, multi-sectorial NPP, where Ministries have collaborated to provide basic services to rural communities. The key service delivery ministries involved are: Ministry of Rural Rehabilitation and Development (MRRD), Ministry of Education (MoE), Ministry of Public Health (MoPH) and Ministry of Agriculture, Irrigation and Livestock (MAIL), with oversight by Ministry of Finance (MoF). MRRD has a key role and will be responsible for infrastructural development and strengthening CDCs and Cluster CDCs. The Community Development Councils (CDCs) will be linked to sub-national government to improve communication and coordination from the community to the district, provincial and national levels - increasing Government visibility and accountability. The Citizens' Charter is an important foundation for the Government's reform agenda, contributing to a number of priority areas including: Ensuring Citizens' Development Rights; Building Better Governance; Reforming Development Planning & Management and Developing Partnerships.

The Citizens Charter intends to improve service delivery by ensuring minimum service standards, provide greater responsiveness by the Government to the people and increase the level of public satisfaction with services. The Charter commits to deliver the following core services across the country over a 10-year period:

- Basic health services
- Basic education access
- Safe drinking water and sanitation
- Improved farming technologies and the delivery of extension services
- Rural connectivity with tertiary roads
- Rural renewable energy

Title:	Senior Gender Environmental Social Safeguard Officer
Vacancy Announcement No:	330/HRMD/CCNPP/MRRD
No. of Post:	1
Duty Station:	Balkh PMU
Duration:	1 Year (Extendable)
Salary:	As per NTA Salary Scale
Announcing Date:	25th - November, 2019
Closing Date:	4th - December, 2019



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The Senior Gender/Environmental and Social Safeguard Officers will have a range of responsibilities related to Gender/ESS programming support under the CCNPP. The key focus of the Sr. officer role is smooth implementation of the program, including the applying of the CCNPP Gender strategy and taking care of Environmental and Social Safeguards issues in the Program's policy and implementation.

Gender Related Roles and Responsibilities:

- Assist the Head of Gender/ESS on coordinating with all CCAP facilitating Partners (FPs) on gender-related tasks in the related provinces.
- Undertake required field visits to monitor women inclusion in the program.
- Jointly work with FPs in the field to make sure that Social Organizers are meeting CDCs properly and carrying their problems to the HQ if there is any;
- Work with FPs to make sure that the proposed strategy for the Gender mainstreaming (based on Social Manual) is applied at the community level;
- Track Facilitating partners' (FPs) gender-disaggregated staffing ratios for Social Organizers regularly and provide reports accordingly to the Gender/ESS Office
- Follow with FPs to monitor the status of the NOLs for gender-related policies in high risk areas (HRAs).
- Provide support to Gender Office in implementation of the gender policies in HRAS
- Ensure SOs are carrying women messages to the men CDCs properly (If needed)
- Work closely with FPs to make sure 2 key positions (Vice Chairman and Secretary) are filled by the women.

Environmental and Social Safeguards related responsibilities:

- Support the application of the CCNPP Environmental and Social Management Framework (ESMF), Resettlement Policy Framework (RPF) Environmental and Social Safeguards (ESS) in all field level implementation, especially those related to RASS grants and subprojects.
- Conduct Training of Trainers (ToT) on ESS issues for all PMU and FP ESS focal points based on agreed guidelines.
- Conduct ESS on-the-Job or cascade training for district engineers.
- Close coordination with provincial engineers during subprojects selection and technical survey.
- Regularly follow up of ESS related data entry in the CCNPP MIS database and make sure that related data is accurate and entered correctly.
- Prepare and submit monthly progress report to the Head of Gender/ESS Division
- Conduct Environmental and Social Safeguards Monitoring of projects based on Environmental and Social Management Plan (ESMP) and provide detailed monitoring reports and submitted to the related Supervisor.



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- Regular meeting with provincial engineers and District Engineers regarding to subprojects issues on ESS and report to ESS/Gender Division, ESS related grievances, ESS related capacity building requests.
- Respond to Third Party Monitoring reports (via the HQ Division) on ESS related issues within his/her region.

Qualification Requirements:

- Minimum Bachelors in Social Science, Law, Islamic Studies, Gender Studies an other related Field.
- A minimum of 5 years of work experience in development sector, project management, gender, environmental protection or social safeguards, programme implementation and programme monitoring role or any other related field.
- Good knowledge of working with local governance institutions (CDCs/CCDC) to support community members specially women;
- Management and team leadership ability.
- Having the required skills in general management.
- Writing and communication ability in professional and related area.
- A true team player

Other Skills Required:

- Gender, Human rights, women development studies certificate is a privilege
- Substantial experience with report writing and use of M.S office (Word, Excel etc);
- Management and team leadership ability.
- Excellent written and verbal communication skills in English, Dari and Pashto;
- Ability and strong willingness to work with people of different cultural backgrounds;
- Ability to work under pressure and within limited timeframes;
- Ability to work with minimum supervision;
- Having the required skills n general management;
- Great ability of teamwork;
- Creative and smart to find multiple solutions for problems,

How to Apply:

Please send your up-to-date CV with covering letter telling us why you are applying and how you met the required competencies before closing date, Interested Afghan Nationals should submit their applications in writing (clearly indicating on the subject line the title of the position and Vacancy



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Announcement Number e.g. **(Senior Gender Environmental Social Safeguard Officer)330**
HRMD/CCNPP/MRRD to: vacancies@ccnpp.org

Important Note: any/all application without the mentioned subject line will not be consider.

The MRRD/CCNPP strongly encourages woman candidates to apply. It applies a pro-active and positive discrimination policy towards woman candidates as follows:

Women candidates with slightly lower than the stated required educational qualifications will also be considered.

If offered this position, the woman position holder will be allowed an adult male or female relative as a Mahram for official travel, if/when required.

The MRRD and its CCNPP will promote a women-friendly environment with clear anti-harassment policies enforced.

The Human Resources Department
Tashkilat Street, District 6th, Darul Aman
Citizens Charter Afghanistan Program
Ministry of Rural and Rehabilitation and Development
Kabul, Afghanistan,