



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



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**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

<b>Title:</b>	<b>Provincial Trainer</b>
<b>Vacancy Announcement No:</b>	<b>338/HRMD/CCNPP/MRRD</b>
<b>No. of Post:</b>	<b>One</b>
<b>Duty Station:</b>	<b>Farah PMU</b>
<b>Duration:</b>	<b>1 Year (Extendable)</b>
<b>Salary:</b>	<b>As per NTA Salary Scale</b>
<b>Announcing Date:</b>	<b>18 - December, 2019</b>
<b>Closing Date:</b>	<b>27- December, 2019</b>



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**Job Summary:**

Under the guidance and supervision of the Provincial Manager and technically under supervision of Sr. Capacity Building Officer Capacity Development Division CCNPP/MRRD, the overall purpose of the position is guide district SOs supporting FP SOs in facilitating Participatory Methods, monitor and make sure from the quality of social mobilization, institutional building and capacity building of communities and CDCs.

**Roles and Responsibilities of Provincial Trainer:**

- Guide CCAP District SOs in their support to FP SOs in ensuring quality PRA facilitation of
  1. resources distribution (resources maps)
  2. creation of election units (social maps)
  3. social, economic and political differentiation (poverty analysis)
  4. seasonal workloads and coping mechanisms in lean season
  5. income and expenditure analysis (leaking pot)
  6. women's mobility analysis (women's mobility mapping)
  7. Community Development Planning
- Identify needs for trainings and support of FP SOs at the provincial / district level (follow up training and guidance, liaise with FP Provincial Trainers and support them to Organize learning sessions between FP SOs to improve their work.
- Support / backstop District SOs and FP SOs to assist the various sub committees in the community to implement their activities of the Community Development plans
- Work with District staff from CC line ministries (MAIL, MoE, MoPH), gain an understanding of the social and economic differences within communities, arrive at strategies to support the sub-committees of CDCs and Cluster CDCs in their thematic areas (education, health, agriculture)
- Organize learning circles and scale up of model / Champion CDCs
- Organize periodic workshops, assist district SOs to Identify champion CDCs and communities, prepare and build capacity of district SOs to organize learning circle workshops and, support CDD to organizes periodic learning workshops and share lessons learnt and successes
- organize and lead learning visits for CDCs to learn from each other and gather best practices and examples of pro-poor and pro-women development



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### **Qualification Requirements:**

- Bachelor's degree in Social Sciences, Economic, Business Administration with 4 years related work experience.
- Working through participatory approaches including participatory planning, monitoring, and evaluation
- Focus on poor disadvantaged groups
- Ability to prepare operational plans of organization or project.
- Having required skills in the related technical field.

### **Skills:**

- Familiar with participatory approaches
- Excellent people skills, presentation, communication
- A true team player

### **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 Announcement Number e.g. **(Provincial Trainer) 338/HRMD/CCNPP/MRRD** to: [vacancies@ccnpp.org](mailto: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



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