



## TERMS OF REFERENCE

### A. POST DETAILS

Post Title	:	Technical Officer
Salary	:	47,000/-BDT
Project Name	:	CoRLIA Project, RHDC
Project Duration	:	Joining date to February,2025

### B. Duties & Responsibilities:

Under the supervision of District Officer-CoRLIA and close collaboration with District Project Implementation Analyst, Upazila Facilitator of ERRD-CHT Project, UNDP in the district the incumbent will be providing technical supports to the team in implementing the CoRLIA activities. These include but are not limited to planning, coordination, management of training, selection of communities/PDCs, formation of WCRC and monitoring project activities. The person will keep liaison with PO-Climate Change, District FFS Officer, PO-Livelihoods, of ERRD-CHT Project, UNDP.

- S/he will act as technical person of RHDC for developing different training modules, materials, capacity development of WCRC, Union Parishad members (youth and women), exchange visits, organizing different trainings and workshops.
- S/he will be based at District with spending frequent time for field visits other than planning, budgeting, implementing, coordinating, and reporting.
- S/he will have to supervise Upazila Community Resilience Facilitators and Local Resilience Facilitators in the team.
- S/he will have to ensure quality during implementation and achieving results in compliance with ERRD-CHT, UNDP guidelines.
- S/he will perform any other duties/assignments as and when required by the project.

### C. Qualifications

#### Education & Experience:

- Masters in Environmental Management/studies/science/Social Science /Agricultural Sciences /Disaster Management or Bachelor in any other relevant field from a reputed university with minimum 5 years' working experience.
- Minimum 3 years' working experiences as technical officer in Community Climate Resilience Project or Livelihood development of communities vulnerable due to Climate Change etc.
- Prior experience working on similar projects (RHDC & SID-CHT,UNDP jointly implemented projects) with a demonstrably successful track record is strongly preferred.

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