



WE ARE SEEKING:
AN INTERNATIONAL FIELD PROJECT OFFICER GENERALIST
WITH EXPERIENCE IN LOGISTICS
for a Community Based Rehabilitation project
in PAKISTAN

Handicap International is an international organisation specialised in the field of disability. Non-governmental, non-religious, non-political and non-profit making, it works alongside people with disabilities, whatever the context, offering them assistance and supporting them in their efforts to become self-reliant. Since its creation, the organisation has set up programmes in approximately 60 countries and intervened in many emergency situations. It has a network of eight national associations (Belgium, Canada, France, Germany, Luxembourg, Switzerland, United Kingdom, USA) which provide human and financial resources, manages projects and raises awareness of Handicap International's actions and campaigns.

Context of the post :

To date, Handicap International has worked closely with various ministries, but particularly the Ministry of Health – National Institute for Handicapped, World Bank and Pakistan Poverty Alleviation Fund (PPAF) to develop a comprehensive strategy for meeting the needs of the disabled in the earthquake affected communities. It was decided by all parties that a Community Based Rehabilitation (CBR) approach would be the most appropriate strategy to ensure the full participation of People With Disabilities in all decisions regarding their lives.

This strategy has been validated and endorsed by the institution in charge of earthquake affected areas, Earthquake Rehabilitation and Reconstruction Agency (ERRA), under its Social Protection Strategy 2006-2009.

The Handicap International CBR project plans to work with small existing organisations to mobilise local communities. The objectives are to include people with disabilities into existing programs and services, and to develop and strengthen disability specific services, in order to ensure maximum participation of people with disabilities in all activities of life. Small local organisations will select community-based rehabilitation workers, who will receive training in CBR and work with local authorities, communities, as well as people with disabilities and their families.

This project aims for the development of four Resource and Information Centres using a Community-based Rehabilitation approach in 2 regions: the North West Frontier Province and Jammu and Kashmir. Handicap International is particularly in charge of training master trainers in CBR, as well as supervising community based rehabilitation workers.

Under the Japan Social Development Fund/World Bank, an international consultant is needed to ensure the development of this 3 year CBR project at the field level.

Conditions of life :

The post is based in Mansehra (3 hours north of the capital) and will include regular field trips to the North West Frontier Province and the Jammu and Kashmir, as well as Islamabad. Conditions are of good standard. In some areas, strict rules regarding security have to be followed.

Job description :

Under the supervision of the CBR Project Coordinator, the Field Project Officer will be required to participate in the set-up of a new and innovative Community Based Rehabilitation project for North West Frontier Province and Jammu and Kashmir.

The Field Project Officer will be responsible for following up of the building of four Resource and Information Centers in these two regions (4 locations- pre fabricated buildings). S/he will follow up purchases and equipments of each center.

S/he will be responsible for the management of the teams in each Resource and Information Centre and organize them, so that all are aware of their job descriptions, can follow procedures, undertake reporting and learn to work together (5 persons in each centre plus drivers and guards, total of 44 persons). S/he will assist the technical teams to organize their trips to local communities and ensure they follow the terms of reference and report correctly. S/he will conduct some simple on the job training for centre managers and administrator/logisticians.

The Field Project Officer will ensure the smooth running of daily activities and overall organization in each centre and report to ERRA, who is partly responsible of the Resource and Information Centres.

S/he will assist the Project Coordinator in organizing CBR trainings in each Resource and Information Centre (3 months training). S/he will participate in the overall coordination of the CBR programme and assist the Project Coordinator in liaising with local authorities and ERRA when needed. S/he will support the Project Coordinator in the setting up of a data base for managing identification and follow up of disabled people, and beneficiaries of the services provided by each Resource and Information Centre. S/he will support the Project Coordinator in reporting to ERRA and adapt to new directives if necessary.

As S/he will be based in HI Mansehra office, S/he will also be responsible of the coordination of the office (1 administrator and 2 logisticians) that responds to the needs of the CBR project as well as one other project (support to a local partner for physical rehabilitation).

As the Handicap International project falls under Earthquake Rehabilitation and Reconstruction Agency coordination and follows an overall CBR programme, the job description of the Field Project Officer may be adapted and modified progressively over the months.

Profile sought :

- Project manager with experience in logistics, with at least 3 years experience in different countries, preferably developing countries
- High capacity to adapt to an evolving context in the working areas, as well as an evolving job description
- Capacity to conduct basic training in management of HR and in administration/logistics
- Good didactical skills
- Ability to work independently
- Ability to work in rural/remote locations
- Excellent communication skills for working with people from both village and government backgrounds
- Languages: English compulsory, French an advantage

The following would also be an advantage :

- Experience in Muslim country
- Knowledge of Muslim/Pakistani culture
- Knowledge of disability issues

Length of Mission : 6 months renewable

Start date : As soon as possible

**Please send cover letter and resume to: Recruitment Officer,
South Asia Regional Coordination, recruit@hi-sarc.org by 8th June 2007.**