

WAC Nepal

Job Scope

Title: Women Economic Empowerment (WEE) Officer

Background and Purpose of the Position

WVI Nepal's Country Strategy 2026–2030 is designed to enhance the well-being of 1 million vulnerable children across Nepal. It aligns with national efforts to achieve the Sustainable Development Goals (SDGs) and integrates World Vision's core project models and approaches through the **Integrated Program Framework (IPF)**. This framework guides implementation within WVI Nepal's Area Programs (APs), ensuring a focused response to key child well-being issues in respective APs.

Each Area Program has developed a tailored implementation plan through a participatory and consultative process led by the WAC Nepal in Achham district. WAC Nepal will establish dedicated teams to lead and manage project execution. The position will be a vital member of this team, playing a key role in driving the project toward its intended outcomes.

This position will work within a framework established by the project implementing the Inclusive Market for Communities (M4C) project model to advance WEE outcomes across the project cycle. S/he will be focused on field support: building WEE capacity of project team members in the context of the inclusive market for communities (M4C) project in AP. S/he will be supporting gender mainstreaming in project activities, and leading targeted approaches and strategies to promote WEE outcomes within the scope of the project. S/he will provide technical backstopping to encourage the adoption of WEE in quality assurance and M&E activities and coordinate with other project team members to plan and implement strategies for effective project implementation. Key duties will include; leading the developing implementation project's approach for women economic empowerment (WEE), support planning of AP specific WEE interventions and lead implementation of targeted WEE initiative for households/communities and market actors, Working closely with Project Manager/Coordinator on developing WEE strategy for the project, support key partnerships linked to WEE strategy and implementation activities the gender equality/ WEE strategy and activities, including private sector, government, women-led organizations and provide ongoing support and mentorship to communities, project stakeholders to ensure effective application WEE approaches are understood and applied.

Key responsibilities:

- ☐ Provide technical support during the annual planning of WEE intervention, approaches and action based on the scope of the project
- ☐ Lead the implementation of the WEE interventions of the project
- ☐ Support to plan and integrating to gender-responsive market assessments and any additional WEE assessments
- ☐ Based on the assessment, develop the WEE strategy and associated work plan, including mainstreamed/targeted activities and approach to 'do no harm'.
- ☐ Advise the monitoring team in the organisation and collect data, analyze it, and report the WEE outcomes of the project.
- ☐ Provide technical assistance and support to project team regarding WEE-related issues
- ☐ Facilitate or assist the team in conducting responsive fact-finding through focus group discussions and other tools to better understand the challenges and opportunities that arise.
- ☐ Maintain accurate records and prepare reports on project progress, communicating key findings to project team and stakeholders
- ☐ Document good practices and learning of M4C project initiatives

Required Knowledge, Skills, Competencies:

- ☐ Bachelor's in agriculture, economics, social work, sociology or related field

- ☐ In-depth knowledge on Women's economic empowerment approaches
- ☐ Knowledge and experience of implementing women's economic empowerment or livelihood projects (with WEE outcomes), technical and vocational skill training, engagement with financial service providers (FSPs), and business plan development.
- ☐ Advocacy knowledge with local government for policy development and implementation. Strong Understanding of WEE, GEDSI, community-led activities and local advocacy Experience in working with diverse stakeholders, including community members, government agencies, NGOs, and the private sector and community-based organizations
- ☐ Strong training and facilitation skills
- ☐ Monthly budget forecast and planning, quarterly expense tracking and review of expenses.
- ☐ Good report writing skills for semi-annual and annual reports
- ☐ Sound skills in capacity assessment/training need assessment process and tools for staffs and target group and project staff mentoring and onsite support
- ☐ Skilled in using Microsoft Office applications