

# **Vacancy Announcement: Facilitator**

**Position: Facilitator**

**Number of Vacancies- 1**

**Location: Kavre Palanchowk (with regular travel to project locations and communities and HDV office Jwagal, Lalitpur)**

**Organization: Hami DajuVai (HDV)**

**Employment Type: Part-time**

**Term: August 17, 2026- February 2027**

## **About the Organization**

Hami DajuVai (HDV) is a youth-led feminist organization that engages men and boys as allies in promoting gender equality, preventing gender-based violence, and transforming harmful social norms. Through advocacy, education, research, and community engagement, HDV works with adolescents, schools, local governments, and communities to foster positive masculinities and create safe and inclusive environments.

The weMEN Club Junior Project is HDV's flagship school-based initiative that empowers adolescent boys to become champions of gender equality. Through interactive sessions, peer learning, leadership development, and community engagement, the project promotes positive masculinity, healthy relationships, child protection, safeguarding, life skills, and violence prevention while strengthening gender-responsive school environments.

## **Position Summary**

Hami DajuVai is seeking a motivated Social Mobilizer to support the implementation of the weMEN Club Junior Project. The position involves facilitating school-based sessions, coordinating with schools and stakeholders, mobilizing students, documenting project activities, and supporting monitoring and reporting.

## **Key Roles and Responsibilities**

- Facilitate project sessions and support weMEN Club Junior activities in assigned schools.
- Coordinate with schools, local governments, and community stakeholders.
- Mobilize students and support project events, training, and campaigns.
- Maintain activity documentation, reports, attendance, photographs, and success stories.

- Support project monitoring, reporting, logistics, and basic administrative and financial tasks, including maintaining supporting documents and expense records.
- Collect project data and support monitoring, reporting, and logistics.
- Perform other project-related tasks assigned by the supervisor.

## **Required Qualifications**

- Minimum Plus Two (+2) or equivalent.
- At least one year of relevant experience (preferred).
- Strong facilitation, communication, documentation, and organizational skills.
- Basic computer skills (MS Word, Excel, and PowerPoint).
- Willingness to travel regularly to project schools.

## **Preferred Competencies**

- Knowledge of gender equality, positive masculinity, child protection, safeguarding, and adolescent development.
- Experience working with schools, youth, or community-based programs.
- Strong coordination and interpersonal skills.

## **How to Apply**

Submit your CV, cover letter, and two professional references to [vacancy.hdv@gmail.com](mailto:vacancy.hdv@gmail.com) with the subject "Application for Facilitator."

Application Deadline: August 2, 2026

Only shortlisted candidates will be contacted.

Women, men, persons with disabilities, sexual and gender minorities and candidates from marginalized communities are strongly encouraged to apply.