



JOB DESCRIPTION

POSITION TITLE	: GEDSI (Gender Equality, Disability, and Social Inclusion) Officer
STATION	: World Neighbors (WN) Bali, Indonesia
REPORTS TO	: Program Manager
SUPERVISES	: N/A
STATUS	: Two Year Fixed-Term Contracts, with Possible Extension

POSITION SUMMARY

World Neighbors (WN) is an International non-governmental, non-profit development agency (NGO), working in eastern Indonesia and Timor-Leste, that works through local partners to inspire people and strengthen communities to find lasting solutions to hunger, poverty and disease, and promote a healthy environment.

WN is seeking highly qualified candidates to fill the position of **GEDSI Officer**, to work on WN Southeast Asia's (SEA) Indonesia and Timor-Leste country programs, which currently include a portfolio of projects focusing on climate change adaptation, sustainable agriculture and disaster risk reduction (DRR).

Working under the direction of the Program Manager, the GEDSI Officer will be responsible to mainstream gender equality, disability, and social inclusion considerations across all aspects of WN's work. This includes but is not limited to program development, implementation, monitoring, accountability, evaluation and learning.

The position will be based primarily in WN's office in Bali, with an expectation of approximately 40% travel to remote locations in Nusa Tenggara Barat (NTB) and Nusa Tenggara Timur (NTT) Indonesia, and Oecusse and Bobonaro Municipalities, Timor-Leste.

KEY RESPONSIBILITIES

1. Program Implementation

- Develop and implement strategies to integrate GEDSI principles into WN's policies, programs, and practices.
- Conduct gender analyses and assessments to identify specific needs, challenges, and opportunities related to gender equality, disability, and social inclusion.
- Provide technical guidance and support to program teams to ensure that interventions are gender-responsive and inclusive.
- Identify and implement strategies to overcome gendered barriers and enhance female and other vulnerable groups' active participation in WN's programs.
- Create and maintain a GEDSI Action Plan for WN's new four-year Climate Risk Reduction in Indonesia and Timor-Leste Project (CRITICAL).
- Ensure regular collaboration and communication with WN's Program Officers to ensure all program components follow best GEDSI practices.

- Consistently and actively monitor/assess the safety and security of females and vulnerable groups in the WN program areas, promptly reporting concerns or incidents to WN management, and actively seeking to maintain/enhance a safe environment for all beneficiaries.

2. Capacity-Building and Partner Support

- Collaborate with relevant stakeholders, including communities, partners, and donors, to promote dialogue and action on GEDSI issues.
- Build the capacity of the WN team and local NGO partners in GEDSI and protection best practices through trainings, workshops, and developing technical modules.
- Assist WN's local NGO partners to become more gender-balanced organisations, and to actively promote female recruitment when hiring new program staff.
- Increase the understanding of the WN team and local NGO partners on protection from sexual harassment, exploitation and abuse.
- Assist WN's local NGO partners to develop community approaches which proactively seek to empower women in their target communities, and which follow best protection practices.

3. Monitoring, Evaluation, Reporting and Networking

- Monitor the impact of GEDSI initiatives and interventions and provide recommendations for continuous improvement.
- Work closely with the Program Manager and the Senior MEAL Officer in the drafting of all internal and external reports, assessments, social media posts, success stories and all other media.

4. Accountability

- Oversee WN's Community Feedback and Response Mechanisms (CFRM) to ensure a robust, responsive, and continuously optimized system to foster strong community engagement.
- Monitor and track all feedback and response processes to ensure timely and accurate handling.
- Ensure all feedback is appropriately addressed and resolved in a timely manner.
- Provide monthly updates on CFRM feedback to the program team.

5. Additional Responsibilities

- Stay abreast of emerging trends, research, and best practices in the field of GEDSI and protection.
- Perform other duties as assigned by the Program Manager.

Minimum Requirements

- Minimum 5 years of experience working on gender/GEDSI, preferably in an international NGO context.
- Demonstrable GEDSI training development and delivery experience.
- Knowledge and practical experience in community development programs.
- Experience in directly supporting women in development programs.
- Bachelor's degree in relevant subject.
- Willingness to travel frequently to the project areas in eastern Indonesia and Timor-Leste.
- English language proficiency

Preferred

- Experience working on USAID-funded programs

This position is open to Timor-Leste and Indonesian nationals only. Candidates interested in applying are asked to send an email with the title **GEDSI Officer**, containing 1) A cover letter and 2) A current CV with at least two references to wnseavacancy@gmail.com. Both the cover letter and CV must be in either Bahasa Indonesian or English. Please note that copies of certificates, passports, etc. are not required. The deadline for all applications is 10th June 2024. Only short-listed candidates will be invited for an interview.