

## JOB ANNOUNCEMENT

Habitat for Humanity Cambodia (HFH Cambodia), a Branch of Habitat for Humanity International, is a global nonprofit housing organization bringing people together to build homes, communities and hope. HFH Cambodia has assisted over 18,000 low-income families in Phnom Penh, Siem Reap, Kandal, Takeo, Prey Veng and Battambang, where it has been active since 2003. HFH Cambodia is currently seeking a qualified local candidate to fill in the position of **Community Organizer** based in **Siem Reap** with required travel to field locations.

### Job Responsibilities:

- 1- Build and strengthen community-based mechanism in partnership with the communities and local authority to help in addressing their concerning related to WASH issues, housing issues and livelihood issues at commune levels.
- 2- Mobilize community people to participate project's activities such as community education; meeting; training; workshops; forum; events;
- 3- Assist WASH Coordinator to conduct project baseline and end line evaluation; monitoring; organize trainings; workshops; develop training tools & materials;
- 4- Formation WUGs, SAGs and SC-WASH, beneficiary families selection;
- 5- Support village action plan; and assist SC-WASH and SAGs group to develop community development planning, and building capacity of WUGs, SAGs and SC-WASH;
- 6- Provide general support for organizing initiatives within project implementation, conduct personal visits, door knocking, and outreach among target communities to develop partners and widen membership base for WASH projects and community development issues; as well as working with leaders to execute all of these steps;
- 7- Provide guidance and work to support Local Authority, family selection committees and other partners to plan, enlist and ensure that the selection process is appropriately in compliant with the HFH Cambodia family selection guidelines;
- 8- Support technical and supervision community saving group (SAGs/SC-WASH Groups) is well function and responses to project's needs
- 9- Assist in hosting local and international volunteers; make sure the proper selected family for each event and other related task as required;
- 10- Prepare monthly; quarterly work monthly and monthly reports

### Job Requirements:

1. Uphold Habitat for Humanity Vision, Mission Statement, and Mission Principles.
2. Bachelor degree on Business Management or Project Development or other related fields;
3. At least two years of working experiences in community development and social works. The previous work experience on community social enterprise management is preferred;
4. Understanding the Participatory Processes (PRA and PLA), Community Organizing, WASH and housing issues;
5. Good interpersonal, communication, and facilitation skill, including good English speaking and writing skills;
6. Computer literate in Ms. Word, Excel, Outlook and Access Database.
7. Willing to work as a team, honest and trust worthy person;
8. Ability to work well with people from different cultural backgrounds;
9. Must be outgoing and comfortable approaching strangers;
10. Must be able to travel long distance with project motorbike

### How to Apply:

Interested candidates should apply with a completed **Application Form**, **updated CV** and **Cover Letter** (Do NOT attach other documents) mentioning the position title in the subject line of the e-mail to Human Resources Unit, HFH Cambodia, through e-mail: [job@habitatcambodia.org](mailto:job@habitatcambodia.org) by **1 January 2018**.

Female and person with disability are strongly encouraged to apply.