



JOB ANNOUNCEMENT

Habitat for Humanity International in Cambodia, a Branch of Habitat for Humanity International, is a global nonprofit housing organization bringing people together to build homes, communities and hope. HFHI Cambodia has assisted over 22,000 low-income families in Phnom Penh, Siem Reap, Kandal, Takeo, Prey Veng and Battambang, where it has been active since 2003. We are currently seeking a high qualified candidate to fill in the position of **Community Organizer Volunteer** based in **Siem Reap** with extensive travel to project areas.

Job Responsibilities:

1. Assist Community Organizer to facilitate or organize home partners to fill out house agreement, conduct family development, coaching, consultation, and develop family business plan with home partner and compiling documents in order. H/she participate the various training including home maintenance training to home-partners.
2. Mobilize community people to participate project's activities such as community education; meeting; training; workshops; forum; events.
3. Selection beneficiary families make family profile, community building; and build closely coordination with community people authority, local NGO partners and other relevant stakeholders in the target area and other supporting document.
4. Follow up, Monitor and maintain and provide feedback for improvement to home partner at field in target districts. A list of all houses currently under construction, indicating the progress of each house with respect to meeting the inspection requirements.
5. Conduct regularly field visit to home partner on progressing of family development and social service mapping. All building sites to make sure are involved with construction process is aligned with the technical aspect.
6. Participate variety training related project activities
7. Assist Community Organizer to use the family checklists if needed.
8. Build good relationship with community people, local authorities, home partner, and skill worker through networking day by day in the target area.
9. Prepare monthly accomplishments, implementation report monthly planning and submit to Project officer by 25th of the month.
10. Perform other duties as assigned by Project Officer.

Job Requirements:

1. Full commitment to Habitat Vision, Mission Statement and Mission Principles.
2. At least year 2 at university majored in community development.
3. Previous work experience in community development and social work is an advantage.
4. Good Communication and Facilitation skills.
5. Ability to write and communicate in English.
6. Ability to work independently, under pressure and after hours as required.
7. Proficient in Word, Excel, Outlook and the Internet.
8. Willing to work in rural and remote area by using HFHC motor.
9. Willing to learn and update from time to time.

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 by **29 September 2019**.