

Responsibility Matrix – Enumerator
(02 Positions – Women candidate will be given priority)

Minimum qualification	: Bachelor’s degree or equivalent
Minimum qualification	: 3 years of proven experience in community mobilization, field monitoring, training and mentoring or likewise fields
Location	: Peshawar, Khyber Pakhtunkhwa
Contract type:	: Honorarium based
Honorarium:	: PKR 70,000 to 74,000 per month inclusive of all applicable taxes
Contract Period	: The engagement period will be from May 15, 2023, to 30th November 2023, with possibility of extension of few additional months with mutual consent and satisfactory performance of the person engaged.

HOPE’87 is currently seeking field-based services of a highly motivated and committed individuals for multiple assignments. These are tabulated as follows;

Responsibilities/expectations of the **Enumerators** are;

- Conduct Broad Based Community Meetings (BBCM) with Afghan Refugees
- Formation/Strengthening of interest groups based on similar aspirations/skill needs.
- Mapping of deserving aspirants for skills enhancement and livelihood development.
- Prospecting of placement options for youth
- Identification of potential locations for trainings,
- Conduct Focus group discussions for listing of aspirations of beneficiaries.
- Inclusive and interactive groups formation based on the interests and aspiration
- Facilitate the process of Skills Training of selected deserving participants through centres
- Support trainees in Business plan development
- Developing linkages between small and medium enterprises (SMEs),
- Developing networking with training units and youth groups,
- Facilitate placement process of trained youth for incubation support for entrepreneurs,
- Ensure job placement in small and medium enterprises,
- Develop shared working space and provide tools kits to youth (as needed)
- Mentoring, follow ups, monitoring, consolidation and phase out
- Identify and address barriers to girls’ training and employment including security risks
- Mobilise Community Resources for required in-kind contribution
- Conduct different types of Assessment (pre and post training, on-job etc)
- Conduct Orientation sessions on different topics such as operations and maintenance of shared space/tools etc.
- Keep up-to-date Beneficiaries Information System

This opening is required to be filled on an urgent basis and CVs will be reviewed and candidates will be selected on a rolling basis.

Please send your CV at
hope87.jobs@gmail.com
by **May 12, 2023**. Please mention the title in the subject line.