



### Job Opportunity

Ref. *NGF/Admin/30711-2025 (3)*

Date: *07*.03.2025

Nowabeni Gonomukhi Foundation (NGF) announces job opportunities for the below positions under the intervention "Resilient Homestead and Livelihood Support to the Vulnerable Coastal People of Bangladesh" supported by the Green Climate Fund (GCF) and PKSF.

Sl No.	Name of the Position	Educational Qualification	Experience	Salary	Vacancy
01.	Technical Officer (Environment and Monitoring)	<ul style="list-style-type: none"><li>Education: Master's degree in Environmental Science, Environmental Engineering, Geography, Development Studies, Disaster Management, Natural Resource Management, GIS and Remote Sensing, Coastal Engineering or any other relevant discipline along with 4 years Bachelor degree in Environmental Science (preferable); Geography and Environment; Disaster Management; Environmental Engineering; Soil, Water and Environmental Science; Agriculture; Forestry, Fisheries from a UGC-approved university</li><li>Having 3<sup>rd</sup> division/class/equivalent CGPA in any examination will incur ineligibility.</li></ul>	Minimum 5 years with at least 2 years of professional experience in Environmental management activities	BDT. 55,000	01

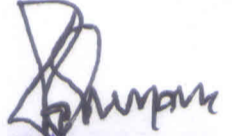
Please visit the following link to access the terms of reference for the above-mentioned post and submit your online job application from the same page: <https://www.ngf-bd.org/job-circular-summary>

## Application Procedure:

Interested candidates are requested to send their CV along with a cover letter addressed to the Executive Director, Nowabnki Gonomukhi Foundation (NGF), Nowabnki, Shyamnagar, Satkhira. Alternatively, candidates can apply online by clicking the 'Apply Now' button at the following link: <https://www.ngf-bd.org/job-circular-summary>.

- \* Applications should have a detailed CV including a contact cell phone number and two referees.
- \* A recent Photograph must be enclosed with the CV
- \* Only short-listed candidates will be called for written and viva examinations.

**Application Deadline: 10 April, 2025**

  
মোঃ লুৎফর রহমান  
নির্বাহী পরিচালক  
নওয়াবেকী গণমুখী ফাউন্ডেশন

**Term of Reference (ToR) for  
The Position of Technical Officer (Environment and Monitoring) under  
Resilient Homestead and Livelihood Support to the Vulnerable Coastal People of Bangladesh  
(RHL) Project**

**1. Basic Information**

<b>Title of the Position</b>	: Technical Officer (Environment and Monitoring)
<b>Number of Position</b>	: 01
<b>Location</b>	: Shyamnagar Upazila of Satkhira District, with at least 60% of the time spent on field visits in the project areas
<b>Report to</b>	: Project Coordinator (PC)
<b>Duration of the Position</b>	: Initially for one year with the possibility of annual renewal up to project periods.
<b>Salary (Gross)</b>	: Monthly BDT 55,000/- and other admissible benefits
<b>Age Limit</b>	: Maximum 40 years
<b>Experience</b>	: Minimum 5 years with at least 2 years of professional experience in the field of Environmental management or M&E.

**2. Background of the project**

Bangladesh's coastal zone's geographical location and low elevation make it vulnerable to disasters and climate change poses a new challenge to the lives and livelihoods in the coastal region. The vulnerability of these coastal people can be defined in three ways: climate-sensitive livelihoods, vulnerable settlements in low-lying areas, and scarcity of safe drinking water. Many coastal residents depend on seasonal subsistence agriculture and agriculture wage labor, which are highly climate-sensitive. Moreover, many coastal inhabitants live in houses built of mud and plants severely affected by cyclones, storm surges, and high tides. The lack of climate-resilient housing poses a serious poverty trap as significant portions of the incomes of coastal communities go towards house repairs. Under this circumstance, to develop a climate-adaptive coastal community in Bangladesh by adopting climate-resilient housing and livelihood technologies, the Green Climate Fund (GCF) under the United Nations Framework Convention of Climate Change (UNFCCC) approved "*Resilient Homestead and Livelihood Support to the Vulnerable Coastal People of Bangladesh (RHL)*," a five-year project (from September 2023 to August 2028). The project has chosen seven exposed coastal districts, namely Khulna, Bagerhat, Satkhira, Barguna, Patuakhali, Bhola, and Cox's Bazar, which are particularly vulnerable to sea level rise, salinity intrusion, coastal flooding, cyclones, and storm surges due to their geographical position (for details about PKSF, please visit <https://www.greenclimate.fund/project/fp206>). The primary goal of the RHL project is to enhance the climate resilience of the vulnerable coastal communities of Bangladesh. PKSF will implement the project (for details about PKSF, please visit <http://www.pksf.org.bd>) through its Partner Organizations (known as implementing Entities for this Project) as a Direct Access Entity (DAE) of GCF.

Nowabenki Gonomukhi Foundation (NGF) the Partner Organization of PKSF will implement the RHL project in Shyamnagar, Satkhira as an Implementing Entity (IE) of the RHL Project. For implementing the Project, [PO name] is seeking qualified candidates for the "Technical Officer (Environment and Monitoring)" post for its Project Management Unit (PMU).

### **3. Key Responsibilities:**

- Assist the PC in planning, monitoring, and supervising the implementation of project activities.
- Establish and monitor the Social and Environmental Management Plan for the project activities.
- Establish and monitor the Complain Handling Mechanism in the project area.
- Prepare environmental disclosure for each activity according to the GCF guideline
- Develop and implement a robust monitoring and evaluation (M&E) system for the project, including data collection, analysis, and reporting.
- Conduct regular field visits to monitor project progress, assess results, and identify any challenges or deviations.
- Collect and manage data related to project activities, outcomes, and indicators.
- Prepare regular progress reports and other M&E reports for the PC, IE and PKSf.
- Liaise with partner NGOs, government agencies, and local communities to facilitate data collection and ensure project compliance.
- Assist in conducting baseline surveys, interim period surveys and impact assessments to measure project effectiveness.
- Provide technical support to the Community Mobilizer Officer on M&E and data collection methods.
- Organize and participate in trainings on climate change and environmental issues for project stakeholders.
- Assist the PC in ensuring quality and timely completion of project deliverables.
- Perform any other duties assigned by PKSf & IE Management.

### **4. Education, Age and Experience:**

- Education: Master's degree in Environmental Science, Environmental Engineering, Geography, Development Studies, Disaster Management, Natural Resource Management, GIS and Remote Sensing, Coastal Engineering or any other relevant discipline along with 4 years Bachelor degree in Environmental Science (preferable); Geography and Environment; Disaster Management; Environmental Engineering; Soil, Water and Environmental Science; Agriculture; Forestry, Fisheries from a UGC-approved university.
- Having 3<sup>rd</sup> division/class/equivalent CGPA in any examination will incur ineligibility.
- Age limit: Maximum 40 years.
- Experience: Minimum 5 years with at least 2 years of professional experience in the field of Environmental Management or M&E. Experience in climate change projects funded by PKSf or GCF will get preference.
- Work experience with government agencies, partner organizations of PKSf, international development partners, and coastal communities in Bangladesh is an asset.

## **5. Other Qualifications:**

- Proven experience in team leadership, communication,
- Knowledge or expertise in ESMP, GRM, SECAP, SMF, EMF, RBM will be an asset.
- Excellent analytical, reporting, and presentation skills.
- Basic understanding of climate-smart agriculture, climate change adaptation, and mitigation approach.
- Needs to have expertise in MS Office Word, MS Office Excel, and MS Office PowerPoint.
- Familiarity with Kobo Toolbox and GIS will be a valuable asset.
- Fluency in English and Bengali languages is essential.
- Must have a valid motorcycle driving license.

## **6. Salary and other admissible benefits.**

- Gross salary (monthly): BDT 55,000/-
- Religious festival bonus (yearly): 100% of a monthly gross salary.
- Bangla New Year allowance (yearly): 10% of a monthly gross salary.
- Phone bill allowance (monthly): BDT 700/-
- Other allowance (monthly): BDT 9,000/- per month for motorcycle rent, fuel, and maintenance.