

VACANCY ANNOUNCEMENT

Handicap International Federation (HI) is an independent and impartial aid organization, created in 1982, working across 63 countries. HI works alongside the vulnerable populations, whatever the context, taking action to respond to their essential needs, improve their living conditions and promote respect for their dignity and fundamental rights. Present in Nepal since 2000, HI works through a network of local partner organizations in the area of health and physical rehabilitation, inclusive education and resilience including emergency response to improve the living conditions and involvement of the most vulnerable populations in Nepal.

HI Nepal is a part of a South Asia Regional Programme where in the region, HI's interventions specifically include physical rehabilitation, inclusive education, inclusive disaster risk reduction, inclusive economic empowerment, local development, emergency response and so on.

The HI Nepal programme invites applications from interested Nepal nationals for the following position for the emergency projects:

Position: Protection Officer

Project: Emergency

Location: Nuwakot/ Rasuwa, Nepal

Number of positions: 03

Terms & Conditions: Fixed term contract

Duration: As soon as possible- February 28, 2027

Overview:

Reporting to the Project Manager, Protection Officer contributes to the implementation of projects by providing technical expertise and ensuring that the quality and impact of the project(s) concerned are optimised.

Main Responsibilities and Tasks

1. Provide technical support to projects in accordance with the technical frameworks and general standards in application within his or her sectoral scope

- a. Carries out technical tasks assigned by the Project Officer in accordance with internal quality and technical standards.
- b. Provides appropriate technical support to project managers and/or specialists.
- c. Adapts project documentation as required, in accordance with global technical standards and norms.
- d. Where appropriate, assists in coordination and collaboration with the project's technical partners, by delegation from the specialist(s) or project manager.

2. Provides project-based technical training

- a. Ensures that the global and field technical specialists get the information they need and works with the technical divisions where necessary.

- b. Collects the information required for lesson-learning or scientific documentation.
- c. Contributes to technical learning reporting to the specialist or project manager, based on good practice.

3. Help disseminate HI's technical influence within his or her remit and geographical territory

- a. Helps relay information to the service or territorial authorities.
 - b. Mobilises HI's technical resources within his or her remit and according to needs
- Emergency

4. Emergency preparedness and response responsibilities

- Helps to support or implement emergency preparedness actions for the programme(s)
- and, in an emergency, adapts his or her working methods to contribute to an effective
- humanitarian approach by HI. specialist and Project Manager.

Academic Qualification and Experience:

- Bachelor's Degree in Law, Humanitarian Law, Social Science, International law, Psychology, Political Science, Anthropology, Women and Gender Studies or any relevant discipline
- At least 3 years' experience of working on the same thematic preferably in development and humanitarian context.

Additional Desirable Requirements:

- Experience working with HI will be given preference
- Previous experience managing group sessions.
- Experience in humanitarian settings.
- Experience working in the protection sector.
- Computer knowledge (MS office package).
- Able to work in harsh conditions.
- Good physical condition.
- The strong teamwork approaches.
- Sensitized on the issues related to child protection, protection of gender-based violence, etc.
- Experience working in a multidisciplinary context.
- Applicable framework documents: to be defined.

To Apply:

Send a **motivation letter** and an **updated CV** including **2 referees (one must be your current line manager)** with contact number and e-mail address to recruitment@nepal.hi.org. **Applications will be considered on a rolling basis.** Please mention the position you have applied for in the **Subject of the email**. HI Nepal reserves

the right to cancel, postpone or modify the whole recruitment process and reject any application without specifying any reasons whatsoever.

Handicap International (HI) is an equal opportunity employer. Qualified women, people with disability, and members from disadvantaged communities are strongly encouraged to apply.

HI firmly believes in the importance of inclusion and diversity within our organization. This is why we are committed to a disability policy to encourage the inclusion and integration of people with disabilities. Please indicate if you require any special accommodations, including participation in the first interview.

Candidates applying for a job with HI must be ready to comply with our Child Protection Policy, and Policy on Prevention of Sexual Exploitation, Abuse and Harassment. HI Nepal has a zero tolerance policy on conduct that is incompatible with the values and mission of HI, hence, all selected candidates are expected to adhere to these standards and principles.