Female Accountability Supervisor

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Job Summary

Vacancy : Deadline : Oct 30, 2024 Published : Oct 20, 2024 Employment Status : Full Time Experience : Any Salary : Gender : Female Career Level : Any Qualification :



About PU-AMI:

About Pro-FAMI: About Pro-Famile Urgence - Aide Médicale Internationale (PU-AMI) PU-AMI (known globally as Première Urgence Internationale, PUI) is a non-governmental, non-profit, non-political and non-religious international aid organization. PU-AMI's teams are committed to support vulnerable communities and populations, those marginalized, hit by conflict, natural disaster or economic downtums. PU-AMI's main objective is to contribute to reduction in morbidity and mortality, and provide emergency relief to those in immediate need in order to bela those rocent bela kingenities.

contribute to reduction in mortainty and mortainty, and provide emergency relief to those in immediate need in order to help them regist method in their dignity. Afghan mission is the oldest of PUI missions, with the first medical intervention launched in 1979 just after the Soviet troops crossed the country Soviets. PUI-ANI teams currently deliver the integrated health care, combined with nutrition, psychosocial support; water, sanitation and hygiene (wash), as well as trauma services. The organization implements projects rankiny in eastern parts of the country, and increasingly in the South-East Region. Since the COVID-19 outbreak in 2020, PU-AMI has also positioned itself as one of the main actors in preparedness and response to the pandemic, implementing health and wash-cantered activities at health facilities and community level in Kabul and hexend

beyond Globally nd. Billy, PUI provides assistance to around 6 million people in 23 countries and across 5 continents: Africa, Asia, Middle Latin America, and Europe. assist new teaming and a trademostration and and a state of the state of the state and the state and a state as

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Job Description

Job Description: Responsibilities and particular assignments General responsibilities: Accountability entails a cyclical process of monitoring, review and remedy/action to assess progress, document success, identify problems that need to be rectified and take prompt action as and where needed. The Accountability Supervisor is the first point of contract for beneficiaries and feed this information back into the program as unfiltered as possible for PU to respond in a measured and timely manner. The Accountability Supervisor is the first point of contact for beneficiaries that raise compliants. As such, the Accountability Supervisor will need to be neutral and establish mechanisms that based on the highest integrity which beneficiaries will trust. Under the direct management of the MBK Manager, the Accountability Supervisor will be in charge of the implementation and follow-up of all PU-AMI's accountability efforts in the Central Region (receive and provide feedbacks). She is responsible for the correct use of PU's accountability tools and actively contributes to their dissemination and/or improvement if requested. Objective 180% ENE

dissemination and/or improvement if requested. Objective 1928 : Activities/Main duties/2028 1928 : Activities/Main duties/2028 1928 : 1. Enhance the trust and confidence of beneficiaries, identify areas of our work which need to be improved and ensure that PU-AMI steams learn from the feedback provided through this process. 2. Implement and monitor the beneficiary complaints and feedback Mechanism: 3. Accompany the M&E and/or project teams to the field in order to spread awareness about the CRM to beneficiaries, as well as local authorities and stakeholders in PUAMI's areas of implementation, during field visits. 4. Maintian records of complaints and feedback mechanism awareness raising and promotion activities (including approximate numbers of participants) **Complaint dest:** 1. On regular basis, the Accountability Supervisor will collect the feedbacks from beneficiaries in the different activity sites through a complaint desk. 2. Breabacks will be entered in PU-AMI seedback and response database. 3. When relevant and feasible.

Un regular basis, the Accountability Supervisor will collect the feedbacks from beneficianes in the different activi sites through a complaint desk.
Feedbacks will be entered in PU-AMI feedbacks and response database.
When relevant and feasible, the Accountability Supervisor will expond to the feedbacks received (phone calls to 3. When relevant and feasible, the Accountability Supervisor will expond to the feedbacks received (phone calls to

Feedbacks Boxes:

Feedbacks Boxes: 4. In all project sites, the Accountability Supervisor will deploy feedback boxes in relevant and easily accessible location. 5. On regular basis, the Accountability Supervisor will collect the feedbacks received in feedbacks boxes in the different activity sites. 6. Feedbacks will be entered in PU-AMI feedbacks and response database. 7. When relevant and feasible, the Accountability Supervisor will respond to the feedbacks received (phone calls to

complianants) AMAZ Hotime: 1. The Accountability Supervisor will respond to the feedbacks received (phone calls t AMAZ Hotime: 1. The Accountability Supervisor will monitor feedback provided through the AWAAZ organization and respond to complianants when possible: Objective 2008 BMR:

Activities/Main duties/2008 100000 /20 2020000: Ensure the efficient advertisement of PU-AMI complaints and feedback mechanisms

mechanisms 1. The Accountability Supervisor will design relevant and different advertisement tools (radio message, design of poster, leaflets etc.). 2. Develop adequate complaints and feedback mechanism IEC materials in a language that can be widely understood (including people with low levels of literacy). 3. The Accountability Supervisor will ensure the feedbacks mechanisms are advertised and clearly known by local communities in al intervention sites. 4. Build capacity and understanding among staff, partners and contractors on beneficiary accountability through trainings

trainings.

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Job Requirements:

Qualification/ Requirements 88888 88888 8 888888

Required knowledge and skills

Itequired Knowledge and skills Bachelor degrees in Project Management or other relevant academic background; Previous relevant experience in MEAL department function and preferably in an INGO (at least 2 year), Experience with International NGO/ Acquaintance with NGO 'rules, procedures and regulations. Experience in Accountability and implementation of community based meetings; Written ~ ability to write for different audiences and to present information and create material, stories and articles for different audiences

Written 2 admity to write for durifieren auwenkes and to present information and sector and different audiences. Verbal – excellent interpersonal and presentations skills Excellent command in writing and editing documents in English Excellent command in writing and editing documents in English Excellent command in writing and editing documents in English Excellent common laboratoria and the bit to translate from Dari to English hanguage and wice versa **Required Personal Characteristics** Observation, active listening and analysis skills with ability to make sound judgment; Good interpersonal skills and the ability to interact effectively with diverse groups; Ability to travel within Kabu and Central region Proactive, results-oriented and resourceful; Adaptability, practical sense and resourceful; Organization, rigor and respect of due dates; Good people person and good communication skills; Ability to remain calm and level-headed; **Female candidates are highly desired for this position** General ability to resist stress and in unstable circumstances particularly **Submission Guideline:**

Submission Guideline:

Dear candidates, To apply for this vacancy, please use the following link: <u>Intervifience appende com/forms/d/e/TFAIpOLSc606177VPdmqdfww4h0xMA_gt3R1uG_xz1wP0V1bDPWJ73g/viewform</u> <u>Intervifience</u> address bar.

https://docs.google.com/forms/de/iFApOI_Sc606/7/PB/mgftww4ntxAA_gt34/tus_zrueviriuserrueviriiserrue

invited for a technical test (shortlist) If you are not invited for a technical test within a month's period of time, please consider that your application was not

considered for this vacancy. **Penale Candidates are highly encouraged to Apply** Validated copies of academic certificates/diplomas will be requested only if called for an interview

Kind regards, The PU-AMI HR Team

Submission Email: m/forms/d/e/1FAlpQLSc606t77VPdmgdfww4h0xMA_gt3R1uG_xz1wP0Yi1bDPWJ73g/viewform

Education & Experience

Previous relevant experience in MEAL department function and preferably in an INGO (at least 2 year);

Must Have

Bachelor degrees in Project Management or other relevant academic background

Educational Requirements

Compensation & Other Benefits