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## NOTICE OF VACANCY

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Please be informed that the DSWD – Field Office 1 is inviting qualified applicants to fill the hereunder vacant **Contract of Service** positions under the Kapit-Bisig Laban sa Kahirapan Comprehensive and Integrated Delivery of Social Services-National Community-Driven Development Program (KALAHY CIDSS–NCDDP):

**1. Five (5) Area Coordinator**

**Salary Grade** : 18 / Php40,385.00  
**Area of Assignment** : Municipal level within Region 1

**Minimum Qualification Standards:**

**Education** : Bachelor's degree in Community Development, Public Administration, Social Work or any of the social sciences. Post-graduate degree or units in social science, Sociology, Anthropology, Community Development, Development Research, Project Management, and/or Development Studies will be an advantage.

**Training** : At least eighty (80) hours of relevant training in community organizing, and community development approaches, strategies/methodologies. Training in Project Management, Gender and Development, Participatory Local Governance, Community-based Resource Management, Community-based Disaster Risk Reduction Management, or Conflict Sensitivity and Peace Building, and IP sensitivity will be an advantage.

**Experience** : At least five (5) years of combined, progressive experience in project management, community organizing, and community development strategies/methodologies, two (2) years of which should be in a supervisory<sup>1</sup> capacity. Experience in Participatory Local Governance, Community-based Resource Management, Community-based Disaster Risk Reduction Management, Gender and Development, and Conflict Sensitivity and Peace Building, and IP sensitivity will be an advantage. Prior work experience in the KALAHY-CIDSS and other similar CDD Projects will also be an advantage.

**Eligibility** : None required

**Additional Qualification Standards:**

1. With good communication, presentation, facilitation, and report writing skills
2. With positive work attitude and can work well under pressure
3. Ability to work well with others

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<sup>1</sup> Supervisory shall mean experience in community-level management of a team of field workers in a community development or community organizing program or project, where the candidate exercise over-all coordination and supervision authority.

## 2. Fifteen (15) Community Empowerment Facilitator

**Salary Grade / Monthly Salary** : 13 / PhP26,998.00  
**Area of Assignment** : Municipal Level within Region 1

### Minimum Qualification Standards:

**Education** : Graduate of any 4 year course relevant to Social development, community development, and/or social work. undergraduates who possess equivalent experience in community development, community organizing, social work, and participatory local governance may also be considered.

**Training** : At least forty (40) hours of relevant training in community organizing, community mobilization strategies and approaches, and/or Popular Education techniques and approaches. Training in Gender and Development and/or Local Governance a plus. CFs to be assigned in Indigenous Peoples (IP) areas should have 20 hours of training on IP sensitivity and Indigenous Peoples Rights.

**Experience** : 2 years of relevant, progressive work experience in community organizing and/or development assistance projects. Experience in implementing gender and development, conflict sensitivity and peace building, development work with indigenous people and indigenous cultural communities, community-based resource management, community-based environmental protection, and community-based disaster risk reduction programs is an advantage.

**Eligibility** : None required

### Additional Qualification Standards:

1. Proficient in MS Office Applications (Word, Excel, and Power Point)
2. With positive work attitude and can work well under pressure
3. Ability to work well with others

Interested applicants may submit their application to the undersigned through the Human Resource Management and Development Division (HRMDD) not later than **5:00 PM of 03 October 2019** with the following attachments:

1. Application Letter
2. Comprehensive Resume or Updated Personal Data Sheet (CSC Form 212 Revised 2017) with attached job description/summary of functions for each position held
3. Transcript of Records & Diploma (certified photocopies)
4. Certificate/s of Trainings/Seminars/Employment
5. Certificate/s of Board Ratings/Professional License/CS Eligibility

### Note:

1. Only **shortlisted** applicants are notified.
2. Qualified applicants who are members of Indigenous Communities, Persons with Disability (PWDs) and from any sexual orientation and gender identities (SOGI) are encouraged to apply.
3. Applications with **incomplete documents** shall not be entertained.

  
**MARCELO NICOMEDES J. CASTILLO**

Regional Director

9/26/2019