



Concern for Women and Children Development Foundation (COWACDI)
No. 26 opposite Save the Children Office, Benue Avenue, Old G.R.A Maiduguri, Borno State

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Field Level Workers

Background

Concern for Women and Children Development Foundation (COWACDI) is a woman- led organization born out of passion for the well-being of Women and Children in Nigeria. It is a dynamic and impactful NGO committed to providing humanitarian aid and support to vulnerable communities around the world. With a focus on empowering individuals and fostering sustainable development, we strive to make a positive and lasting impact on the lives of those in need. **COWACDI has zero tolerance to fraud and other related practices.** It has a special interest in mitigating the suffering of the vulnerable persons (mostly Women & Children) in times of crisis. Currently the organization has focused its attention on the North East of Nigeria with special emphasis in Borno, Yobe and Adamawa states (the BAY states) due to the 14 years old crises. COWACDI intervenes through community-based approach in addressing Gender-Based Violence prevention and response programmes, child protection, peace-building programmes and empowerment of youth and women. Since its establishment in 2005 has been implementing humanitarian and developmental interventions in Protection, Peace Building, Housing Land & Property (HLP), Non-food Items (NFI), Livelihood. These interventions have directly targeted over 6000 vulnerable children, women, girls and boys as well as people with disabilities. Determined to expand her interventions to reach more vulnerable groups in the conflict area, COWACDI will be implementing NFI project with funding from NHF. COWACDI operates with full respect for humanitarian law and works with concrete policies and principles of international standard such as humanity, impartiality, neutrality and independence and accountability to affected population.

We are recruiting to fill the position below:

Job Type:	<u>Part Time</u>
Qualification:	<u>Diploma/B.Sc.</u>
Experience:	1 Year
Location:	Maiduguri, Borno State
Job Field:	Field Level Workers
Vacancy:	<u>5 Positions</u>

Contractual Arrangement: (Internal/External)

Contract Duration: 3 months (with possibility of extension)

Planned Timelines:

- Start Date: 10th October, 2024
- End Date: 2nd January, 2025.

Job Description

- Assist in collecting data as per the program requirements for its different sites.
- Administer Vitamin A to all eligible children in the range of 6-59 months
- Hand over 2 co-packs of ORS/Zinc for each eligible child in the range of 0-59 months
- Screen for malnutrition (Mid-upper arm circumference-MUAC screening or a regionally contextualized measure) and record data in the CommCare CHC App along with a photograph of the MUAC reading and handover of ORS co-packs
- Collect data on the child's vaccination status and coverage, and promote missing vaccinations
- Collect household phone number
- Engage in door-to-door campaign work.
- Seek out respondents who fit the suggested profiles in assigned locations and collect data based on questionnaires developed and supplied by the program team.
- Gather and accurately record responses on questionnaires provided.
- Ensure that questionnaires have been thoroughly checked and completed.
- Submit completed questionnaires and other equipment used in fieldwork to the supervisor and will, if required to do so, compile his/her findings in a format required by the program team
- As part of each assignment, participate in briefings; carry out data collection, data entry and/or reporting.
- Take responsibility for project equipment that he/she may be entrusted with.
- Recognize and give account of problems in obtaining data and provide useful feedback from field activities
- Work according to the program needs and follow confidentiality/security procedures to ensure respondent privacy is protected
- Report to the supervisor before and after a day's work for further direction.
- Perform any other duty assigned

Desirable Skills/Quality:

- Previous experience in conducting Livelihood and Nutrition assessments
- Ability to pay attention to details and capture correct beneficiary's information
- Excellent written and spoken English
- Possesses an analytical skill
- Fluency in speaking and understanding English and Hausa.
- Experience in data collection, administering questionnaires and conducting interviews, data collection and data entry.

Disclaimer: This job description is not an exhaustive list of the skill, effort, duties, and responsibilities associated with the position.

Language required:

Fluency in oral and written English is required. Hausa and Kunuri would be advantage.

Application Closing Date

30th September, 2024.

Method of Application:

Interested and qualified candidates should kindly forward their Cover letter and CV in a single **PDF format** via an e-mail to recruitment@cowacdi.org stating the position they are applying for as the subject of their mail.

Additional Information

COWACDI is an equal –opportunity employer and does not discriminate based on race, gender, religion, etc. Kindly ensure that you are able to work in this location when applying. Qualified women are strongly encouraged to apply. No application after the closing date will be considered.

COWACDI regrets that, due to the large number of applications we receive, we are unable to reply to every applicant. If you are being considered for the role, a recruiter will contact you. If you are not contacted within 2 weeks, you should consider your application not successful on this occasion.

Note: Never pay for any training, certificate, assessment, or testing fee to the recruiter.

