

Dear All,

Please find below open position.

We are trying to find the best possible candidates to make team stronger.

INVESTING IN HUMAN CAPITAL FOR DISASTER MANAGEMENT (INVEST DM) 2.0

About Yayasan Mercy Corps Indonesia

Yayasan Mercy Corps Indonesia (YMCI) is a local Indonesian non-profit organization, which implements humanitarian and development assistance programs throughout the country. YMCI's mission is to empower people in Indonesia to become healthy, productive, and resilient communities. Resilience means an ability to recover from or adjust easily to misfortune or change.

Program Summary

Under USAID/BHA funding, Mercy Corps is implementing a USAID/BHA-Funded, 18-month, \$2.5M Investing in Human Capital for Disaster Management (INVEST DM) Program: INVEST DM 2.0. A continuation of INVEST DM phase 1, INVEST DM phase 2 will work to support the Government of Indonesia (GOI) disaster management institutions (BNPB & BPBDs) and people at key administrative levels to be better equipped to fulfill their mandate to deliver effective DM services and save lives.

SENIOR GENDER EQUITY & SOCIAL INCLUSION SPECIALIST – INVEST DM 2.0

General Position Summary

The Senior Gender and Social Inclusion (GESI) Specialist will design and implement a strategy to ensure the INVEST DM 2.0 and other MCI programs appropriately addresses the varied needs of women, men, girls, and boys, and are sensitive to gender, age, caste, disability, and other social markers. Although the Senior GESI specialist will work primarily for INVEST DM 2, time and need permitting, s/he will support other YMCI programs.

The GESI Specialist will be embedded in BNPB's HR and Planning Bureau's and sit as an expert on BNPBs Gender Working Group (which *DFAT's Siap Siaga* will establish and lead). S/he will ensure that the gender equity and social dimensions of program implementation are effectively addressed across all input, activities, and outcomes. This encompasses program counterpart technical units and BNPB business processes, culture, and practice. S/he will work closely the Workforce Planning and Development Advisor and coordinate across program staff and partners to fulfill the gender and social inclusion goals of the programs.

Under the direction of the Chief of Party, the GESI specialist is responsible for planning and managing the portfolio of INVEST DM 2 gender equity, diversity, and social inclusion interventions which are a priority cross-cutting initiative of the program. The main target group is civil servants, however the GESI will assist BNPB to strengthen its DRM/DRR front-line services to ensure gender and disability-inclusive

mainstreaming as well as its social protection measures for vulnerable groups meet GOI minimum service standards.

The position will be based in Jakarta. Travel is required with up to 30% of her/his time expected to be spent at subnational level. Many of the project sites require an awareness of possible security threats and good knowledge of changing security environments.

Essential Job Responsibilities

Technical

- Support implementation and performance monitoring of gender and disability inclusion on HR Management plan;
- Map and strengthen GESI policy and practices across BNPB counterpart units;
- Support the development, review, testing, and evaluation of Pusdiklat GESI policy and practice for continuous learning (pre-service and in-service);
- Support GESI strategic planning, implementation and mainstreaming across the business processes of BNPBs HR, Planning, and Legal Bureaus;
- Build the capacity of BNPB staff in GESI and social protection to work effectively and sensitively in delivering front line services to vulnerable groups;
- Participate, provide technical assistance and advisory support as required to BNPBs Gender Working Group;
- Design formative research for a gender and social inclusion analysis, manage data collection, lead data analysis and develop recommendations based on findings. Work closely with the program team to integrate the findings from the gender analysis into the project's workplan and milestones;
- Develop Gender and Social Inclusion Strategy to guide gender and social inclusion integration and priorities across the life of the programs, based on the formative research;
- Support the program team, including local partners, on gender and social inclusion integration, including conducting capacity building and training;
- Support integration of gender and social inclusion into the program's M&E to ensure that gender and social inclusion are reflected in output, outcome and impact level indicators and that sex and age disaggregated data (SADD) is regularly collected and reflected upon to inform adaptations;
- Contribute to research conducted in the program to ensure gender and social dynamics are represented;
- Conduct regular community consultations to ensure programming remains gender, age, and socially sensitive and on-track;
- Collect and share learnings and best practices on gender and social inclusion integration;
- Represent the program's gender and social inclusion strategy, analysis, and research with external stakeholders including at workshops, conferences and annual learning events;
- Work with program teams to ensure a do no harm approach to gender-focused and inclusive programming is implemented and that appropriate protections are in place for participants.

Management

- Work closely with BNPB Planning, HR and Legal Bureau to ensure the development of representation policies, as well as a safeguarding mechanism for women and other groups in BNPB (and tested in target BPBDs);
- Coordinate with other development partner programs at BNPB working on GESI to avoid duplication of effort and to synergize/leverage initiatives that contribute towards achieving program outcomes;
- Build professional relations with other ministries/state institutions, civil societies, women and disability coalitions, particularly the Women Coalition (Komnas Perempuan) and the Ministry of Women Empowerment and Child Protection (Kementerian Pemberdayaan Perempuan dan Perlindungan Anak);

- Collect primary or secondary data from program stakeholders and support the implementation for baseline survey, including questionnaire design, data coding, and finalization;
- Contribute to weekly and monthly work plans and reports on program activities and other activities such as reporting and monitoring and proactively inform all partners and stakeholders about the program progress, in coordination INVEST DM 2.0 partners;
- Work with Operations and Finance on procurement of goods and services and maintain the budget records, in conjunction with the COP and DCOP;
- Participate in project team coordination and facilitate meetings with stakeholders as needed;
- Assist in other tasks or duties assigned by the COP related to gender and social inclusion to ensure success in delivering INVEST DM 2.0 program objectives;
- Provide support on Gender and Social Inclusion aspect of program design and implementation
- Build capacity of team members and partners on GESI;
- Work closely with Human Resources team to ensure gender accountability is incorporated into the position descriptions of all program team members;
- Ensure that program and country staff understand and adhere to Mercy Corps' Gender Minimum Standards for programming;
- Support adherence to Mercy Corps Gender Policy and Procedures
- Proactively work with Mercy Corps' headquarters Technical Support Unit (TSU) to contribute to learning and gain insights from global best practice and experience.

Qualifications:

- At least 7 years' experience in leading gender and social inclusion integration into program design and implementation is required;
- A Master's degree in a relevant academic area such as a social science discipline is preferred;
- An in-depth understanding of gender, age, ethnics, and other locally significant socio-cultural factors in the humanitarian and development programming in Indonesia;
- Demonstrated capacity to lead the collection, analysis, and utilization of information from a broad range of sources and write high quality reports;
- Proven ability in researching, designing, and supporting training education and training programs with regard to the gender and social inclusion;
- Demonstrated experience in design and delivery of capacity building programs/initiatives on gender and social inclusion;
- Strong experience in collaboratively working with international donor agencies, universities, and government institutions;
- Familiarity with the principles and/or practice of inclusivity issues (such as gender and disability) and how this applies to human capital development;
- Skills in participatory learning and action and facilitating collaborative problem solving;
- Demonstrated ability to foster commitment and build capacity among program staff and in-country actors to ensure gender and social inclusion integration and empowerment;
- Strong experience in collaboratively working with development agencies, universities, donors and government departments, such as BPBDs and Disaster Forums, is a strong advantage;
- Advanced report writing skills and proficiency languages (both Spoken and Written): in Bahasa Indonesia is required and in English is highly desirable;
- Sound communication, presentation, organizational, and interpersonal skills;
- Strong familiarity with MS Word, Excel, Powerpoint is required.

Ongoing Learning

In support of our belief that learning organizations are more effective, efficient and relevant to the communities we serve, we empower all team members to dedicate 5% of their time to learning activities that further their personal and/or professional growth and development.

Diversity, Equity & Inclusion

Achieving our mission begins with how we build our team and work together. Through our commitment to enriching our organization with people of different origins, beliefs, backgrounds, and ways of thinking, we are better able to leverage the collective power of our teams and solve the world's most complex challenges. We strive for a culture of trust and respect, where everyone contributes their perspectives and authentic selves, reaches their potential as individuals and teams, and collaborates to do the best work of their lives.

We recognize that diversity and inclusion is a journey, and we are committed to learning, listening and evolving to become more diverse, equitable and inclusive than we are today.

Equal Employment Opportunity

Yayasan Mercy Corps Indonesia is an equal opportunity employer that does not tolerate discrimination on any basis. We actively seek out diverse backgrounds, perspectives, and skills so that we can be collectively stronger and have sustained global impact.

We are committed to providing an environment of respect and psychological safety where equal employment opportunities are available to all. We do not engage in or tolerate discrimination on the basis of race, color, gender identity, gender expression, religion, age, sexual orientation, national or ethnic origin, disability (including HIV/AIDS status), marital status, military veteran status or any other protected group in the locations where we work.

Safeguarding & Ethics

Yayasan Mercy Corps Indonesia is committed to ensuring that all individuals we come into contact with through our work, whether team members, community members, program participants or others, are treated with respect and dignity. We are committed to the core principles regarding prevention of sexual exploitation and abuse laid out by the UN Secretary General and IASC. We will not tolerate child abuse, sexual exploitation, abuse, or harassment by or of our team members. As part of our commitment to a safe and inclusive work environment, team members are expected to conduct themselves in a professional manner, respect local laws and customs, and to adhere to [Mercy Corps Code of Conduct Policies](#) and values at all times. Team members are required to complete mandatory Code of Conduct elearning courses upon hire and on an annual basis.

Accountability to Participants and Stakeholders

Yayasan Mercy Corps Indonesia team members are expected to support all efforts toward accountability, specifically to our program participants, community partners, other stakeholders, and to international standards guiding international relief and development work. We are committed to actively engaging communities as equal partners in the design, monitoring and evaluation of our field projects.

How to Apply

Please send your CV together with the form on this [link](#) with the subject: "**Position_INVEST DM_Your Name**" to hrd@id.mercycorps.org .

The vacancy will be closed on **30 June 2021** and only shortlisted candidates will be contacted for interview. We look forward to hearing from those who are interested in taking this opportunity to grow and develop with us.

Thank You,
Human Resources Department
Yayasan Mercy Corps Indonesia