

Transparency International Bangladesh (TIB), the Bangladesh chapter of Berlin-based Transparency International, works with a vision of Bangladesh where government, politics, business, civil society and the daily lives of the people are free from corruption. Its mission is to create and strengthen a social movement against corruption.

TIB is inviting applications from Bangladeshi nationals for the position of **Senior Programme Manager- Outreach & Communication** under its project titled BIBEC – Building Integrity Blocks for Effective Change (October 2014-September 2020), renewable for a further period of 5 years subject to extension of the project. The goal of the project is to promote a more enabling environment for reducing corruption. The specific objectives are to advocate for reforms in laws, policies, processes, practices and oversight for improving governance in targeted institutions and sectors and to generate peoples’ demand for good governance and to strengthen citizen’s capacity to challenge corruption.

Only the short listed candidates will be eligible for the selection process. Short-listing will be made on the basis of merit; all candidates meeting the minimum application criteria will be considered, but may not be short- listed.

Application Procedure

Interested candidates must send their applications with complete details of academic performance, professional record and other relevant information using the prescribed **Applicant Information Format** which can be downloaded from the following link (tibmis.ti-bangladesh.org/vacancy). **Applications without using this Format will not be considered.** In addition to the duly filled up Applicant Information Format, please send a substantive application in one page arguing in favor of your candidacy in three parts – academic background, relevant experience and why you consider yourself competent for the position. Attach one recent passport size photograph and send to the following address by post/courier or email within **April 7, 2019**.

Please mention the position applied for in the email subject line or on top of envelop.

***Senior Manager (Human Resources)
Transparency International Bangladesh (TIB)
MIDAS Centre (Level 4 & 5), House # 05, Road # 16 (New) 27
(Old) Dhanmondi R/A, Dhaka-1209.
e-mail: vacancy@ti-bangladesh.org***

Before applying for your intended position, please read the following carefully.

Other benefits for regular staff are: annual performance-based increment, cost of living adjustment, contributory provident fund, gratuity, festival allowance and insurance. The short-term staffs are not entitled to any other benefits except Cost of Living Adjustment (COLA).

TIB is an equal opportunity employer. However, women, minority and physically challenged candidates are preferred when the necessary qualifications and competencies are met. If an applicant is an immediate family member of anyone involved in TIB s/he must clearly mention it. Such candidates can be employed in TIB only by a special resolution of the Board of Trustees even if duly qualified in the competitive selection process. Any persuasion is treated as disqualification.

TIB strictly observes a policy of zero tolerance to corruption and all employees are committed to observe TIB Code of Ethics available in TIB website www.ti-bangladesh.org, which also contains further information about TIB’s work.

Senior Programme Manager- Outreach & Communication

Currently 1 (One) position based in Dhaka is vacant. **Women and candidates from minority communities fulfilling required qualifications will be given preference.**

Reportable to: Director-Outreach & Communication

JOB HIGHLIGHTS:

As a senior member of the Outreach & Communication(O&C) division the Senior Programme Manager-O&C under guidance from the Director and Executive Management Team will be responsible for following:

- Actively take part in the operations of the Outreach & Communication Division and provide strategic support to the Executive Management Team (EMT);
- Contribute to designing and implementation of advocacy, outreach, communication and learning knowledge management strategies;
- Lead the media release of research reports, manage post release situation including crisis management;
- Organize publicity events (press conferences, roundtable discussions, seminars etc.);
- Liaise with media and promote relationships with national & local journalists;
- Plan, draft and supervise the production of TIB's publications, IEC materials including the quarterly newsletters and e-Waves.
- Conduct need basis qualitative research on contemporary developmental issue;
- Supervise website management – from content development to website structure, moderate social media platforms particularly Facebook, Flickr, Tweeter and blog;
- Provide leadership support in Youth Engagement and Support (YES) activities;
- Prepare periodic plans of work, monitor the budget and expenses of the programmes and draft periodic reports for submission to M&E unit; and
- Perform any other tasks as assigned by the authority.

Qualification, Experience and other requirements:

- Applicants, within the age limit of 48 years;
- Must have Honours and Masters degree, preferably in English, International Relations, Mass Communication & Journalism and Development Studies with minimum 8 years of relevant work experience, of which at least 5 years in managerial position;
- Minimum 2 years of work experience in editorial position;
- Expertise in writing media content is essential;
- Applicants with academic certification/professional experience/training on Anti-Corruption theory and practice will be given preference;
- The ideal candidate must have leadership, supervision, communication and staff management capacity;
- Although the position is Dhaka-based, selected candidate must be prepared to undertake frequent field visits and s/he must be comfortable working with people of diverse age-groups with various social, economic and professional identities;
- Excellent communication skill in English and Bangla both written and oral is essential for the position; so is basic computer knowledge and word processing skills in both Bangla and English languages;
- Knowledge about photoshop and editing softwares will be considered as an advantage; and
- Candidate with 3rd Division or CGPA less than 2.5 on a scale of 4 or 3 on a scale of 5 at any level of their education need not to apply.

Salary and benefits for the position:

Gross initial salary is Tk. 140,675.00 per month per month plus other benefits as per relevant rules of TIB. Income tax is payable by TIB staff, deductible at source. Other benefits for TIB staff are: annual performance-based increment, cost of living adjustment, contributory provident fund, gratuity, festival allowance and insurance.
