

# **ADVERTISEMENT FOR JOB**

**Dated: 20 July,2022**

The National Organization for Working Communities consists of dedicated experts in development work in various fields of development concerning labor and women including peace, media, education, and community health. This collective has experience of working in countries most respected organizations. They have come together to fill the gap of much needed innovative approaches to organize workers, women and youth of marginalized working classes of Pakistan.

NOWCommunities is required a SOMO Project Staff for its project SOMO-Decent Leather.

| S.NO | JOBTITLE             | QUANTITY |
|------|----------------------|----------|
| 01   | Project Coordinator  | 01       |
| 02   | Assistant Researcher | 01       |

If you are interested in this job, please email your resume to [nowcommunities@gmail.com](mailto:nowcommunities@gmail.com) or call 021-34325500 by 29 July 2022, for further information.

Note: For Job description/TOR's you can visit our website: [nowcommunities.org](http://nowcommunities.org) or call 021-34325500

### **Project Coordinator (TORs)**

- To identify leather garments and tanneries sector.
- To organize activities in the targeted sectors.
- Help to implement the plan of action according to the guidelines and schedules in the project document.
- To organize campaign activities.
- To organize training activities.
- Make individual monthly work plan of project related activities.
- Prepare progress and processes reports on regular basis and upon demand.
- Assist in the gathering of baseline data and all additional data needed for monitoring and evaluation.
- Draft success stories as often as possible but at least monthly.
- Other official responsibilities, as assigned by the Project Manager.
- You are responsible to travel within the operation areas usually/occasionally in the city and in the country as and when required
- You will be observing all policies and procedures adopted by NOWCommunities, including the code of conduct against Sexual Harassment at the workplace.
- Other official responsibilities, as assigned by Project Manager and Executive Director.

### **Assistant Researcher (TORs)**

- To identify leather garments and tanneries sector.
- Conducting workers interview in leather garments and tanneries sector.
- The interview fills out on a questionnaire.
- Conducting key informants' interviews with stakeholders with different organization/department and trade unions.
- To organize activities in the targeted sectors.
- Help to implement the plan of action according to the guidelines and schedules in the project document.
- To organize campaign activities.
- To organize training activities.
- Make individual monthly work plan of project related activities.
- Prepare progress and processes reports on regular basis and upon demand.
- Assist in the gathering of baseline data and all additional data needed for monitoring and evaluation.
- Draft success stories as often as possible but at least monthly.
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