



Vacancy Announcement

Public Information and Outreach Officer

Municipal Development & Lending Fund (MDLF)

Gaza Solid Waste Management Project

Joint Service Councils for Solid Waste Management

In Khan Younis, Rafah, and Middle Area Governorates (JSC-KRM)

Ref. 4.1.2.1 (D)

The Municipal Development and Lending Fund (MDLF) is a quasi-government organization with technical, financial, and management experience in the field of Municipalities' development, with particular experience in projects related to infrastructure, capacity building, employment generation, as well as data collection and reporting.

MDLF is implementing the Gaza Solid Waste Management Project in the middle and southern governorates of Gaza Strip, where public information and outreach officer position is needed to fulfill the needs of the expanded Joint Service Council for Solid Waste Management who is the final owner and operator of the assets provided by MDLF through.

The Joint Service Council for Solid Waste Management in Khan Younis, Rafah and Middle Area Governorates (JSC-KRM) was originally established in 1995 to serve the Governorates of Middle (Deir El-Balah) and Khan Younis by being responsible for the secondary collection and disposal of municipal solid waste. The JSC has been expanded to cover Rafah Governorate under the Gaza Solid Waste Management Project implemented by the Municipal Development and Lending Fund (MDLF). The Gaza Solid Waste Management Project is financed by the European Union, The French Agency for Development (AFD), Government of Sweden, and the World Bank.

MDLF is seeking to hire competent personnel to fill Public Information and Outreach Officer position (Full Time).

Public Information and Outreach Officer is responsible for providing technical assistance to carry out evaluation, direction, control and development all the events and social activities that are carried out in the JSC-KRM Technical Operational Unit (TOU) to be fully effective to achieve the vision, mission and objectives of the JSC-KRM in parallel with the overall objectives of the GSWMP.

Main Responsibilities:

Under the supervision of JSC Executive Director, the Public Information and Outreach Officer is expected to perform the following:

- Oversee the compliance with social safeguards that may be triggered by the project;
- Produce and coordinate of all reporting, media outreach, and public information activities for the JSC-KRM;
- Supervise and assess the performance of JSC public awareness team;
- Develop and supervise the preparation of daily work schedules;
- Develop and supervise the preparation of annual plans and annual reports;
- Monitoring project performance indicators and implementation of the results window in case the resulting negative or positive;
- Preparing monthly, quarterly and yearly progress reports to be submitted to the (JSC-TOU) Executive Director including the progress and maintenance of social safeguards;
- Responsible for implementing and supervising data collection in relation to public perception, complains, and requests in relation to solid waste management service's quality;
- Coordination and communication with the local communities in addition to GSWMP's Project Affected People (PAP's), e.g., waste pickers and land owner's close cooperation with MDLF assigned staff;
- Ensure the implementation of Environmental and Social Management Plan (ESMP) in close cooperation with MDLF assigned staff; including carrying out/coordinating monitoring of certain social parameters, as per ESMP requirements;
- Ensure that social safeguards grievance mechanism is adhered to and successfully implemented;
- Performing other duties as required by the executive director of JSC.

Required Qualifications:

- Minimum of Bachelor's Degree in Social Science or related fields;
- Proven experience of at least 5 years in the field of public relations and media and social work;
- Experience in preparing and designing questionnaires, community awareness techniques, data entry management and data analysis;
- Excellent communications and interpersonal skills and prepare training materials for the benefit of the target groups;
- Strong command of key social media tools (Facebook, Instagram, interactive websites);



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- Ability to work effectively within a team;
- Strong computer skills including MS office applications and Statistical Package for Social Sciences;
- Fluency in English (written and spoken).

Interested applicants should send their CVs with a cover letter to the address below via e-mail by 02:00 PM on Sunday 02 July, 2017. Only shortlisted applicants will be contacted.

Dr. Tawfiq Bdeiri
MDLF Director General

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