

*The International Federation of Red Cross and Red Crescent Societies (IFRC) is the world's largest humanitarian organization, with*[*190 member National Societies*](http://www.ifrc.org/en/who-we-are/the-movement/national-societies/)*. As part of the International Red Cross and Red Crescent Movement, our work is guided by seven fundamental principles; humanity, impartiality, neutrality, independence, voluntary service, unity and universality.*

Title**: Community Engagement Officers- multiple positions**  
Location: **Attica and North Greece**  
Type of Contract: **Fixed Term**

Application Deadline: **4 July 2016**

**Due to the nature of the operations, Applications will be processed as they come and the position maybe filled before the above deadline.**

**General:**

The largest movement of displaced people through Europe’s borders since World War Two occurred in 2015. During that year, 1.1 million crossed into Turkey, and one million migrants made a dangerous journey across the Mediterranean. Around 850 000 crossed via Turkey to Greece. This year, in 2016, several thousands of migrants arrived in Greece and have been unable to travel on through Europe because of closed borders with neighbouring countries.

* The Community Engagement Officer is responsible for implementing and managing information dissemination and two-way communication activities in close coordination with HRC, IFRC and other PNS staff and volunteers working in the different sites where Red Cross and Red Crescent implement their Migrant Population Support Program in Greece.
* The post holder will be responsible to assure that the agreed CEA plans of work and processes are followed in their respective assigned areas, providing consistent service delivery, quality advice and support to relevant stakeholders. The post holder is therefore accountable for:

**ROLE PURPOSE:**

**The Community Engagement Officer will carry out the following main tasks and responsibilities:**

* Identifying main information needs of the migrant communities living in the reception sites and pertinent communication channels between these migrant communities and Red Cross staff and volunteers:
* Conduct regular interviews and FGD with migrants living in the reception sites
* Record the information and prepare summary reports.
* Conduct regular field visits to assigned sites to assess needs on CEA related matters
* Supporting RC field staff in the development of effective two-way communication channels with migrants and host communities and in the provision of timely and reliable information:
* Support the design and production of communication material
* Assure proper dissemination and use of CEA material in the sites
* Conduct group communication activities (FGD, community forums and meetings) with migrant and host communities.
* Facilitate communication activities with host communities regarding the work that Hellenic Red Cross is doing supporting local communities, as well as public awareness and sensitisation messages regarding migrants and refugees’ situation in Greece.
* Identification of key messages, methodologies and tools to communicate with host communities and to engage them actively in the activities conducted by HRC to support migrants.
* Ensuring that migrants feedback is collected and provided to the relevant RC field and management staff in order to act upon it.
* Design in consultation with migrant communities, Red Cross staff and volunteers and other relevant stakeholders pertinent ways and tools to collect in a regular way their feedback regarding living conditions in the reception sites, service provision quality and protection related issues.
* Ensuring coordination, knowledge and skill sharing with RC field and management staff and any other relevant stakeholder.
* Assure a good coordination with relevant focal points
* Participate in Technical Working Groups, forums and other type of relevant meetings pertaining to CEA issues.
* Share CEA guidelines and methodologies with relevant focal points.
* Provide technical advice on issues pertaining to CEA.

**Scope of the Role:**

* The job duties and responsibilities as set out above are not exhaustive and the Post holder may be required to carry out additional duties within reasonableness of their level of skills and experience.
* Actively work towards the achievement of the goals of the organization.
* Abide by and work in accordance with the Red Cross/Red Crescent principles.
* Contribute to a positive team environment and service excellence to meet the needs of beneficiaries.
* The CTP Field Officer will be hired by the IFRC and seconded to the Hellenic Red Cross.

**Requirements for the Role:**

* Relevant University Degree: Community Work, Social Services, Communication, Journalism, Social Sciences.
* Fluently spoken and written English and Greek is a prerequisite
* Experience within the Red Cross and Red Crescent Movement will be preferred

**Application Forms**

Interested candidates should send **English CV and Cover letter** to the following e-mail address: [hr.greece@ifrc.org](mailto:hr.greece@ifrc.org) Please mention the Position Title in the subject of the e-mail.

**Only candidates who have valid work permits will be shortlisted; if they fit the other criteria. *All CVs will be treated with strict confidentiality***