

Open Vacancy

Dear All,

Please find below open position.

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

**IMPROVING SMALLHOLDER FARMERS
FAMILIES' WELFARE AND HEALTH THROUGH
WOMEN'S HEALTHCARE, FAMILY PLANNING
AND SELF CARE EDUCATION (TRINITY
PROGRAM)**

About Mercy Corps Indonesia

Mercy Corps Indonesia (MCI) is a local Indonesian non-profit organization, which implements humanitarian and development assistance programs throughout the country. MCI'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 Coordinator –TRINITY (PC TRINITY)

Program Summary

Mercy Corps Indonesia will select 1,000 reproductive female farmers and farmers' wives (direct participants) to receive access to reproductive health, family planning, and self-care, and public health promotion (including nutrition) educations in four villages (Ciasihan, Purwabakti, Ciasmara, and Gunungsari) in Pamijahan District, Bogor Regency. Assuming that each farming household has three members, it is estimated that the proposed program will reach 3,000 indirect participants. In addition, the program will conduct HCP seminar through virtual channel to 1,000 midwives and Laymen seminar through hybrid model (offline and online) to 1,000 female farmers/farmers' wives. The education sessions will be collaborating with Indonesia Midwives Association in Bogor Regency.

General Position Summary

The Program Coordinator will ensure that at least 1,000 female farmers and farmers' wives of reproductive age in four villages in Pamijahan District, Bogor Regency have participated in women's reproductive health, family planning, and self-care, and public health promotion (including nutrition) educations, 1,000 midwives have participated in the HCP Seminar, and 1,000 female farmers/farmer's wives have participated in the Laymen Seminar. S/he will supervise a project team consisting of five people and lead the program plan, implementation, monitoring, evaluation, and learning. In addition,

Mercy Corps Indonesia

s/he will collaborate closely with the Indonesian Midwives Association (IBI) in Bogor Regency to identify midwife ambassadors who will deliver the education to the 1,000 female farmers and farmers' wives.

The position is based in Jakarta or Bogor and requires up to 40% travel to the program location (depend on COVID-19 development).

Essential Job Responsibilities

- Coordinate with national and local stakeholders, including BKKBN, PP IBI, PROMKES Ministry of Health, BPPSDMP, Ministry of Agriculture, BKKBN in West Java Province and Bogor Regency, PD IBI Bogor Regency, Bogor Regency Health Agency, Bogor Regency Agriculture Agency, Pamijahan Sub-district Extension Office, Pamijahan Sub-district PUSKESMAS, Pamijahan Sub-district Government, Village Governments, Farmer Groups, and Female Farmer Groups.
- Coordinate with the Funder, national stakeholders, and local stakeholders for the program launch.
- Ensure the program will have 1,000 female farmers and farmers' wives of reproductive age participate in women's reproductive health, family planning, and self-care, and public health promotion (including nutrition) education sessions.
- Ensure the program will reach 1,000 midwives in the HCP seminar through virtual channels and reach 1,000 female farmers/farmers wives in the Laymen seminar through
- hybrid channels (offline and online).
- Ensure the baseline and endline data collection is conducted in accordance with the schedule agreed with the funder.
- Develop a program monitoring and evaluation framework and plan.
- Develop monthly workplan and target and provide monthly progress against the target and workplan.
- Attend biweekly meetings, maintain regular contact with funder, and respond to funder's
- question or concerns.
- Prepare the progress of program for biweekly meeting with funder.
- Maintain close regular contact with PD IBI in Bogor Regency to ensure the quality of outputs/services and troubleshoot any administrative problems.
- Ensure the data needed for program monitoring, evaluation, learning, and reporting are available.
- Travel to project locations to monitor quality of implementation, and adjust plans and approaches to meet the project objectives.
- Develop a set of stories of female farmers and farmers' wives, which will be used to illustrate opportunities and benefits of participating in the project.
- Prepare the final report.

Qualifications:

- University degree in social sciences, health, or rural development.
- Minimum 3 years of experience working in development programs, an emphasis on women's health and nutrition would be an advantage.
- Experience working with local government agencies in public health programs.
- Experience work with Regency Health Agency and the Indonesian Midwives Association would be an advantage.

Mercy Corps Indonesia

- Experience in delivering education and product donation distribution for women.
- Experience working with a private company or private foundation donor would be an advantage.
- Proven experience managing diverse and disparate projects.
- Experience in managing staff and understanding the need for regular support and follow-up to ensure that project objectives are being met.
- Commitment to working with vulnerable groups in need regardless of race, religion or gender.
- Good written and oral communication skills.
- Ability to work without constant supervision and as part of a mixed team.
- Good knowledge of MS Office software such as Excel, Word, and Powerpoint.
- Able to write and understandable spoken English.
- Both Men and Women have the same opportunity to apply.

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

Mercy Corps Indonesia

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: “PC TRINITY_Your Name” to hrd@id.mercycorps.org.

The vacancy will be closed on **29 June 2022** 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
Mercy Corps Indonesia