



VACANCY ADVERTISEMENT FOR GAMCOTRAP

GAMCOTRAP is currently on a process of putting the organization on track and taking a strategic direction and shift in preparing the next generation of feminist activists through an intergenerational mentorship and capacity building process for feminist leadership. After over thirty years of existence promoting the sexual and reproductive health and rights of women and girls, the founding members and executive committee is working towards a succession plan through which young women and girls will eventually take over the mantle of leadership and continue the advocacy to promote and protect the human rights and fundamental freedoms of women and girl-children including vulnerable groups.

GAMCOTRAP is committed to the promotion and protection of women and children's social, political, economic, educational and sexual and reproductive health rights through advocacy, sensitization social mobilization. The aim of the organization is to raise the awareness and consciousness of various target groups about traditional practices that negatively affect the health and well-being of women and girls while encouraging positive practices. In addition, we aim to promote the rights of girl-children and women by involving them to participate in decision making processes.

MISSION STATEMENT

GAMCOTRAP's mission is to create awareness about traditional practices in The Gambia. We aim for the preservation of beneficial practices (such as breast feeding) as well as the elimination of harmful traditional practices such as Female Genital Mutilation, Nutritional Taboos, Child/early and forced marriage, gender discrimination, VAW etc

OBJECTIVES

- ❖ To carry out research into traditional practices that affects the sexual and reproductive health of women and girl children in The Gambia
- ❖ To identify and promote traditional practices that improves the status of girl children and women
- ❖ To create awareness on the effects of harmful traditional practices on the health of girl children and women, in particular FGM, nutritional taboos, child/early forced marriage and wife inheritance

- ❖ To promote and encourage the education of girls at all levels
- ❖ To sensitize and lobby decision and policy makers about social-cultural practices that are harmful to the health of girl children and women
- ❖ To promote and protect the human rights of girl children and women
- ❖ To create awareness on international and national instruments that address discrimination and violence against girl children and women
- ❖ To solicit funds locally and internationally for the purpose of carrying out the above objectives
- ❖ To influence policies in promoting and protecting women and children's right
- ❖ To highlight rights-based approach to activities
- ❖ To promote the effective participation of women in Governance and decision making positions.

CORE VALUES

The organization's core values are grounded in

- ❖ Equality
- ❖ Recognition and respect for women's right
- ❖ Respect and recognition of diversity
- ❖ Dignity and integrity
- ❖ Honesty
- ❖ Transparency
- ❖ Commitment
- ❖ Dedication
- ❖ Hard work
- ❖ Spirit of Volunteerism
- ❖ Peaceful Co-existence
- ❖ Solidarity
- ❖ Respect for diversity

In order to develop the capacity of young women and girls to take leadership of the organization working with "men who Care" to promote gender equality and women's human rights, GAMCOTRAP is recruiting women and girls to various vacant and new positions to set the trajectory for effective and sustainable engagement in the attainment of its Goal and objectives. The age range we are targeting is applicants from age 20-45 years.

The following positions are available for and open to qualified **Female Candidates only**; salary is negotiable and depending on qualification and experience.

The following positions are available

1. SENIOR PROJECTS COORDINATOR

Qualifications

- ❖ Bachelors or master's degree preferably in a relevant field such as project management, Social Science, Gender.
- ❖ 3-4years work experience in project coordination or management, preferably in a senior role.
- ❖ Excellent communication skills and the ability to collaborate with a wide range of stakeholders.
- ❖ Strong analytical and problem-solving skills, as well as the ability to manage complex projects with competing priorities.
- ❖ Proficiency in project management software and tools.
- ❖ Knowledge of project management methodologies
- ❖ Leadership and team management skills to lead and motivate project teams towards successful project delivery.

2. FIELD OFFICER

- ❖ At least a bachelor's degree in a relevant field such as social sciences, development studies, environmental studies, public health, or related fields.
- ❖ 2-3years relevant work experience in community development, project management, field research or related field.
- ❖ Fluent in one or more local languages in addition to English.
- ❖ Proficient in using software applications such as Microsoft Office, data management software and pother data collection software.
- ❖ A good understanding of the local context, including the culture, politics, social dynamics, and economic situation in the area where they will be working.
- ❖ Strong interpersonal and communication skills
- ❖ Flexibility and adaptability

3. YOUTH OFFICER

- ❖ At least a bachelor's degree in a relevant field such as youth development, social work, education, psychology, or related fields.

- ❖ 2-3years relevant work experience in a related field, such as youth development, community development, or social work.
- ❖ A good understanding of the issues facing young people, such as education, employment, health, and social welfare
- ❖ Strong interpersonal and communication skills
- ❖ Able to use computer software applications such as Microsoft Office, data management software, or social media platforms.
- ❖ Flexibility and adaptability to work in challenging and dynamic environments be willing to travel frequently and work long hours, and be able to adapt to changing circumstances.
- ❖ One or more local languages in addition to English.

4. ASSISTANT MEDIA/ SOCIAL MEDIA AND PODCAST

- ❖ Bachelor's Degree in Journalism, communications, media or media management, international relation or any related degree.
- ❖ Must have previous experience creating social media content
- ❖ 2- 3 years of experience in working across the communications spectrum including in producing and publishing media and multi-media content.
- ❖ Experienced in photography, videography and graphic designs.
- ❖ Experienced in organizing events (workshop, launching events, etc.)
- ❖ Proven experience as a Media Assistant or other administrative role
- ❖ Digital Advertising experience is a plus for this position
- ❖ Familiarity with media planning and the global human rights calendar

5. OFFICE ATTENDANT

- ❖ High school diploma or equivalent is required for this type of position.
- ❖ Post-secondary education or training in a related field, such as business administration, office management, or communications.
- ❖ Basic computer literacy,
- ❖ Good communication
- ❖ Interpersonal skills, and the
- ❖ Ability to multitask and prioritize tasks is also important for a youth office attendant.

6. RECEPTIONIST/ FRONT DESK OFFICER

- ❖ High school leaving certificates

- ❖ Certificate/diploma in hospitality or equivalent qualifications on related course
- ❖ At least two years of customer service experience (One year of front desk experience in a reputable organization)
- ❖ Experience in using Microsoft Programs
- ❖ Excellent verbal communication and writing skills
- ❖ Speaks at least two local languages (any additional is a plus)
- ❖ Dresses swiftly
- ❖ Ability to solve client issues in a friendly and timely fashion
- ❖ Friendly and welcoming demeanor

7. SECURITY GUARD

- ❖ High school diploma required
- ❖ Must be at least 18 years old
- ❖ Ability to pass a background check
- ❖ Previous security-related work experience preferred
- ❖ Ability to stay levelheaded and respond quickly in stressful situations
- ❖ Proficient written and oral communication skills
- ❖ Comfortable kneeling, carrying, bending, walking, and standing for extended periods of time
- ❖ Ability to perform continuous physical exertion as needed
- ❖ Working knowledge of basic security techniques

Application is open from 1st April and closing 28th April 2023. Applications submitted after the deadline will not be considered. Working hours are from 8.30am to 5pm Monday to Friday. Application forms and terms of reference can be collected from GAMCOTRAP head office opposite Sheikh Zayed Regional Eye Care Centre at Kanifing Hospital between the hours of 10am to 4.30 pm from Monday to Friday. For any inquiries, please contact the following numbers +220792662 or +2205892114. Email info@gamctrp.org