

Vacancy Announcement

Title	Description
Vacancy Number	AGHO-2024-01
Position Title:	Gender and Fundraising Officer
Job Location:	Kabul
City:	Kabul
Organization:	Asia Green Hut Organization (AGHO)
Years of Experience:	Minimum of 3-5 years of relevant experience in gender-sensitive programming, fundraising, or engagement with national and international donors.
Education:	Bachelor's degree or higher in Gender Studies, International Development, or a related field.
Gender	Female
Contract Duration:	Six Months (with possible extension based on performance)
Employment Type:	Full Time
Close date:	2024-04-12
Salary;	As per company salary scale

About Asia Green Hut Organization (AGHO):

Asia Green Hut Organization (AGHO) is a non-governmental, non-profit and non-political organization, founded in 2012 by a group of experienced and professional Afghans and international experts. It is registered as a national NGO with the Ministry of Economy on the final decision no: (2766). AGHO's main goal is to empower women and youth at the community and policy levels in Afghanistan and to consolidate their roles and capabilities in the communities through enhancing their social, political, economic and cultural participation. AGHO envisions a society where all citizens enjoy equal rights free from the risk of violence, discrimination and social stigmas. AGHO's strategic focus is on certain key areas which include promotion of human rights and democratic values; awareness and advocacy for public support; mobilization for inclusiveness and generational change; education opportunities and learning resources accessible to women and girls; engagement of people of both genders to overcome societal barriers; and building the capacity of women and youth to represent their needs in development, peace building and democratic processes.

Job Description:

AGHO is seeking a dedicated and experienced female Gender and Fundraising Officer to join our team. The ideal candidate will have a Bachelor's degree or higher in Gender Studies, International Development, social sciences or a related field, with a minimum of 3-5 years of relevant experience in gender-sensitive programming, fundraising, or engagement with national and international donors. The Gender and Fundraising Officer will play a crucial role in representing AGHO at meetings with donors and stakeholders, writing compelling reports, and contributing to the organization's fundraising efforts.

Job Responsibilities

- Represent the NGO in meetings, conferences, and other events.

- *Communicate the organization's mission, vision, and projects to donors, partners, and the public.*
- *Develop and implement gender-sensitive programming initiatives*
- *Develop and maintain relationships with key stakeholders.*
- *Prepare and deliver presentations on behalf of the organization.*
- *Conduct research and prepare advocacy materials on relevant issues related to the organization's mission.*
- *Support fundraising efforts and grant applications.*

Job Requirements:

- *Bachelor's degree or higher in Gender Studies, International Development, or a related field.*
- *Minimum of 3-5 years of relevant experience in gender-sensitive programming, fundraising, or engagement with national and international donors*
- *Female candidate.*
- *Excellent communication skills in English and local languages.*
- *Experience in public speaking and advocacy.*
- *Knowledge of women's rights and gender equality issues.*
- *Strong interpersonal skills and ability to work in a team.*
- *Experience in working with NGOs or in a similar role is preferred.*

Submission Guideline:

To apply for this position, please submit a detailed CV and a cover letter explaining your interest in the job to hr@agho.net, and type the position title (Gender and Fundraising Officer) on the subject line. Please send your applications before 12th April 2024.

Submission Email:

hr@agho.net