

**Department for International Development (DFID) – Afghanistan Job Profile:
Social Development Adviser**



Functional area: Governance & Humanitarian	Grade: A2L (SAIC)	Specialist/Advisory: Social Development
Reporting to: Juliet Walton		
Duration of Contract: The successful candidate will be awarded a permanent contract		
Description	<p>The UK Government’s Department for International Development (DFID) Afghanistan is looking for an enthusiastic and self-motivated individual to fill the post of A2L Social Development Advisor. The post holder will be based in the Governance & Humanitarian team, based in the British Embassy, Kabul.</p> <p>Context The UK’s overarching strategy for engagement in Afghanistan is approved by the UK’s National Security Council (NSC). The strategy has three mutually reinforcing pillars covering: (i) security (ii) political settlement and (iii) creating a viable Afghan state. DFID leads on the ‘viable state’ pillar. We work closely with other government departments at all levels, in Afghanistan and in the UK to deliver this strategy. The Enduring Strategic Partnership signed between the UK and Government of Afghanistan states that we will continue to have a strong relationship based on diplomacy, trade, aid, and development.</p> <p>The Government of Afghanistan has stated its vision for the country as a more peaceful, stable and prosperous Afghanistan. The UK’s role in supporting this is to focus on making progress towards a viable Afghan state and a sustainable economy to reduce fragility and poverty, as well as achieve a lasting end to violent conflict. This is a long-term agenda that requires DFID’s on-going presence.</p> <p>DFID Afghanistan's portfolio covers a range of projects including on economic growth, governance reform, security sector reform, humanitarian assistance, and economic development. The office also manages considerable support to the World Bank managed Afghanistan Reconstruction Trust Fund (ARTF), which uses government systems to provide services and build state capacity.</p>	
Key responsibilities	<p>You will:</p> <ul style="list-style-type: none"> • Contribute to developing DFIDA’s strategy on gender and women’s rights, including development of new programmes and policy interventions based on evidence. • Position the UK as a key player among donors and other stakeholders with regard to gender, by building and maintaining relations with key multilateral, bilateral agencies, civil society and Government. • Participate in mechanisms that support the Government of Afghanistan to meet its commitments on women’s rights, such as the National Action Plan on Women Peace and Security and the Self-Reliance and Mutual Accountability Framework (SMAF). • Provide social development advice to DFID Afghanistan project teams – particularly relating to gender, social inclusion, disability and empowerment and accountability. • Lead on social development corporate commissions, oversee results reporting across the DFID Afghanistan office on gender, and provide briefing and policy advice to both DFID and the FCO in Afghanistan and London. • Support the development and implementation of DFID’s approach to civil society, working with colleagues in project teams to ensure that they are engaging with CSOs 	

	<p>where appropriate. Maintain contacts among UK and Afghanistan NGOs and participate in NGO meetings and conferences.</p> <ul style="list-style-type: none"> • Act as DFID’s focal point for government and DFID interventions in the health sector including through the Afghanistan Reconstruction Trust Fund and centrally managed health programmes. • Work with the A2 Social Development Adviser to consider opportunities for DFID Afghanistan to scale up engagement in migration, modern slavery and social protection. <p>You will play a role on engagement with key corporate stakeholders in the UK (particularly with respect to policy development, research and the use of evidence) as well as contacts in the British Embassy. You will be required to represent DFID at external meetings.</p> <p>You will be working in a high pressure, fast-paced but supportive environment. You will have to quickly become familiar with DFID policies and systems and will receive the necessary support to do so.</p>
<p>Expected profile</p>	<p><u>Qualifications and experience:</u></p> <p>The successful candidate will have:</p> <p>Essential Criteria</p> <ul style="list-style-type: none"> • Master’s degree in social/ political science, development studies or any other relevant field. ▪ Minimum 5 years relevant employment experience in providing social development advice and leadership in a donor agency, multilateral organisation, International NGO or Embassy. ▪ Specialist up to date technical knowledge of gender, social impact, and empowerment and accountability issues. ▪ Excellent spoken and written communication skills in English and Dari or Pashto and experience of producing high quality written and verbal briefings. ▪ The ability to quickly develop an understanding of DFID’s systems and processes. ▪ Good interpersonal skills and a proven ability to work well as part of a multi-cultural team. ▪ Strong IT skills and familiarity with Microsoft Office (including Word, Excel, Power Point and Outlook). ▪ Respect for DFID working principles including understanding and adherence to Equal Opportunities and the ability to work productively and respectfully with others irrespective of their gender; race; culture; religion or personal orientation. ▪ An interest in, and commitment to, assisting DFID with our development and humanitarian work in Afghanistan. <p>Desirable Criteria</p> <ul style="list-style-type: none"> ▪ Experience of delivery of large-scale programmes. ▪ Applied social-economic and political analysis including on household economy. ▪ Understanding of social protection systems will be an advantage.
<p>Assessment Centre</p>	<p>Candidates will be shortlisted and invited to participate in an Assessment Centre, likely to be held in May - June 2018. This is likely to consist of an interview, written test, group exercise.</p>
<p>Competencies</p>	<p>Applications will be assessed on the basis of evidence provided against the various competencies. To ensure a successful application it is important that all sets of</p>

competencies are adequately addressed in your competency statements. It is therefore strongly advised that you read the Civil Service Competency Framework, which provides more detailed guidance on how the competencies are defined and the standards expected at the A2L grade. Applicants are encouraged to use the STAR (Situation, Task, Action, Result) format to prepare specific examples for the competency section.

Required Competences

You will need to show that you have the skills for the job and the competencies listed below - both Technical and Generic. Your application should provide evidence of how you have demonstrated the civil service core competences and the social development technical competences.

Professional/Technical competences	In this job, this means:
Social and political analysis	Understanding of and ability to analyse the social and political structures, dynamics and power relations that enable/exclude women and men to/from taking advantage of opportunities and drive/constrain poverty reduction.
Poverty, gender, vulnerability and inequality analysis and monitoring	Knowledge of different theoretical approaches to understanding gender inequality, and wider poverty/deprivation and its causes; skills in poverty, vulnerability and inequality/exclusion analysis, assessment and monitoring, including qualitative and participatory assessments and understanding 'leave no-one behind'.
Processes, programmes and institutions that enable or constrain development	Understanding of, and ability to influence, the structures, policies, programmes and processes at local, national and global levels that are important to support social change and to tackle poverty, inequality (including gender inequality), vulnerability and exclusion.
Empowerment and accountability	Understanding and application of key concepts and analysis that lead to the empowerment of poor people, including women, girls and marginalised groups, and increased accountability between state/s, non-state actors and citizens, including the poorest and most marginalised.

UK Civil Service Core competencies to be demonstrated at Level 3 (Click [here](#) for details)

Generic Competences	In this job, this means...
1. Seeing the Big Picture	Actively seek out and share experience to develop understanding and knowledge of own work and of team's business area
2. Leading and Communicating	Communicate using appropriate styles, methods and timing, including digital channels, to maximise understanding and impact
3. Making Effective Decisions	Invite challenge and where appropriate involve others in decision making to help build engagement and present robust recommendations
4. Collaborating and Partnering	Establish relationships with a range of stakeholders to support delivery of business outcomes

The adviser will need to demonstrate particular technical strength in the following areas: Applicants should refer to the competencies and their descriptions in preparing the application. Applications will be judged on the quality of how they demonstrate effective

	<p>behaviour under the above competencies. When drafting your application form, think about examples where you have demonstrated these competencies, e.g. when solving a problem.</p>
<p>Salary & Benefits</p>	<p>In accordance with DFID local staff pay scales, a competitive salary and benefits package will be offered. Salary range for A2L is between \$4,599 and \$5,477 per month (before tax) and will depend on experience, quality of the candidate and previous salary.</p> <p>Transport (\$100) and medical allowances (\$125) are paid on a monthly basis. DFID is committed to staff development. The successful candidate will receive both on the job and formal training and have the opportunity to apply for funding for higher/further education upon satisfactory completion of their 6 months' probation period and having completed 12 months in post and be performing well. DFID offer a competitive package including good annual leave entitlements, a multicultural environment and training and development opportunities. Working hours are Sunday-Thursday 0830-1630 hrs with a degree of flexibility.</p> <p>DFID is recognised as a good employer. We have a 5-day working week, plus annual leave, public holidays, maternity leave provision, and special leave, paid sick leave provision and a good organisational culture, and excellent work/life balance.</p> <p>We treat people with respect and equality and have a policy of zero tolerance for any form of discrimination, bullying, or harassment.</p>
<p>How to Apply</p>	<ul style="list-style-type: none"> • Completed DFID Job Application Form, CV, Cover letter should be sent to AsiaHRHubRecruit@DFID.gov.uk. Completed application form must set out how you meet the requirements for the post including evidence of work under the competencies highlighted. • To access the Job Application form and Competency Framework, please visit the link below: <ul style="list-style-type: none"> ○ DFID External Jobsite: https://www.gov.uk/government/organisations/department-for-international-development/about/recruitment#current-vacancies ○ BEK Website: https://www.gov.uk/government/world/organisations/british-embassy-kabul/about/recruitment#current-vacancies • <u>Please note applications without the DFID Job application form , cover letter or CV will not be accepted. Only completed application forms will be considered</u> • While applying for the position the Subject header should read as <Your Name> Social Development Adviser Reference ID SDAA2LAG JW0418AFG. <i>Please do not change or use any other subject header. Do not use special characters in the subjectheader.</i> • All applications must be received on or before 11:59pm KBL time 30th May 2018. Late applications will not be accepted <p>✓ The successful applicant will need to hold Afghan citizenship</p> <p>✓ The successful candidates will be required to complete medical, security, reference, and educational qualification checks.</p> <p><i>Applications are welcomed from all parts of the community and we actively encourage interest from women, ethnic minority groups, and those with a disability. Selection is on merit although you will need to hold Afghanistan citizenship.</i></p>