


Community Self Reliance Centre Job Description		
Team	SARATHI	
Position	Social Protection and Inclusion Coordinator	
Grade		
Reports to		
Duty Location	Madhesh Province and Lumbini/Karnali Province	
Period	1 st April 2025 to 31 March 2026, with possibility of extension till 2029	
1. Purpose of the Position		
Introduction:		
<p>The Community Self-Reliance Centre (CSRC) is a social organisation that has been campaigning for more than three decades for the land rights of working farmers and tillers. CSRC has consistently strived to organize and raise awareness among those deprived of land rights, build public opinion in favour of progressive land reform, and conduct action research on land and agrarian issues. CSRC believes that social inclusion and participatory democracy must be strengthened at the grassroots level. The organisation focuses on marginalized groups, including the poor, landless, and women, deprived from land rights and who are at risk and disproportionately affected by multi-hazard disasters. CSRC empowers local communities to lead and implement their own disaster risk management (DRM) initiatives, ensuring their voices are at the forefront.</p>		
About the project “SARATHI”:		
<p>SARATHI supports early action and climate resilience within BEK’s Resilience, Adaptation, and Inclusion in Nepal programme. The project aims to scale up efforts, particularly for vulnerable communities in Madhesh, Lumbini, and Karnali provinces by 2029. Using evidence-based approaches, SARATHI will focus on localisation, inclusion, and leveraging fiscal resources for adaptation.</p>		
<p>SARATHI has two key outcomes: 1) enhancing community resilience and 2) strengthening sub-national governmental systems in early warning (EW), early action (EA), and adaptation. It aligns with NDRRMA’s goals to strengthen Early Action, develop multi-hazard EWS, and drive research and innovation as per national policies and strategies.</p>		
<p>SARATHI empowers 121 CBOs across 15 local governments in three provinces. Through training and sub-grants, CBOs will co-design and engage in EWS, EA, and adaptation efforts. They will also ensure accountability among local and provincial governments, SARATHI TA, and stakeholders, emphasizing fiscal resource allocation for resilience initiatives.</p>		
<p>SARATHI integrates science, technology, and innovation to enhance multi-hazard anticipatory action. The consortium will strengthen EWS, improve risk communication, and use data-driven strategies for inclusive EA and adaptation. Insights from these efforts will contribute to DRR and AA policy frameworks. Working with SARATHI TA, SLU, and other partners, the consortium aims to influence policy, ensuring fiscal resources address gender inequality, marginalization, and social exclusion. SARATHI aims to directly benefit 987,299 people and indirectly impact 3,478,805 more.</p>		
Scope of Work		
<p>The Social Protection and Inclusion Coordinator will be responsible to lead and oversee all project activities related to social protection and inclusion in close coordination with other sub theme coordinators and leads. This position plays a critical role in ensuring that social protection frameworks are effectively integrated into DRRM initiatives, promoting resilience and support for vulnerable populations before, during and after any crises. This role will provide technical guidance in the areas of social protection and inclusion to RAIN LG officers on the</p>		

effective implementation activities across all outputs, ensuring timely execution and high-quality standards. The Social Protection and Inclusion will work together with relevant provincial ministries and the RAIN Technical Assistance team to strengthen and integrate the social protection program within DRRM initiatives.

Key Responsibilities:

1. Managing Social Protection and Inclusion initiatives

- Lead and coordinate the implementation of activities at the local and provincial government level.
- Ensure the integration of inclusive approaches within early action (EA) and climate resilience initiatives.
- Together with EWS EA Coordinator support the enrolment of vulnerable individuals into social protection schemes, advancing Forecast-based Financing (FbF) and Shock-Responsive Social Protection (SRSP) initiatives.

2. Strengthening Social Protection Mechanisms and Community Resilience

- Empower community-based organizations (CBOs) to participate in planning, fostering a participatory approach and strengthening local ownership.
- Support efforts to enhance community resilience by improving access to fiscal resources for adaptation.
- Ensure marginalized and vulnerable groups benefit from SRSP and other resilience-building initiatives.
- Strengthen social protection mechanisms within disaster risk reduction (DRR) and adaptation efforts.

3. Leading Coordination and Representation

- Represent SARATHI in relevant working groups, clusters, and communities of practice (CoP) on multi-hazard SRSP components.
- Collaborate with government agencies, community-based organisations (CBOs), and other stakeholders to enhance implementation effectiveness.
- Advocate for increased governmental accountability in social protection and resilience-building efforts.

4. Policy Advocacy and Knowledge Management

- Collect and analyse lessons learned throughout the project to improve policy and implementation strategies.
- Work closely with LG RAIN officers and CBOs to ensure effective knowledge-sharing and adaptation of best practices.
- Support in documentation of best practices, lessons learned, and evidence from Social Protection and Inclusion implementation to inform policy advocacy and promote scalability and sustainability of interventions.

5. Planning, Execution, and Monitoring of Inclusion Strategies

- Together with GEDSI Lead and Disability Inclusion lead implement SARATHI GEDSI strategy and provide inputs for continuous improvement
- Monitor and evaluate the impact of social protection interventions, ensuring they align with SARATHI’s objectives.
- Ensure fiscal resource allocation prioritizes gender-responsive and inclusive adaptation measures.

2. Key Performance Indicator

- Percentage of planned SRSP, Inclusion, and EWEA activities successfully executed within the project timeline.
- Number of CBOs and community members trained and actively participating in resilience-building initiatives.
- Number of RAIN LG officers trained and engaged in Social Protection and Inclusion initiatives across SARATHI project implementation.
- Number of marginalized and vulnerable individuals benefiting from SRSP interventions.
- Percentage increase in local government budgets dedicated to social protection and resilience-building.

3. Authority

- As per CSRC Human Resources Development System
- As per the CSRC Financial Management System

4. Preferred minimum Qualifications and Experiences

- Master's degree in Social Sciences, Development Studies, Gender Studies, Climate Change, or related fields.
- Minimum of 5 years of experience in social protection, gender equality, and inclusion within climate adaptation or disaster risk reduction programs.
- Proven experience in working with CBOs, local governments, and multi-stakeholder coordination.
- Strong understanding of national policies related to DRR, social protection, and fiscal resource allocation for resilience.
- Excellent facilitation, communication, and advocacy skills.
- Experience in capacity building, training, and community engagement.
- Good communication and negotiation skills, with an aptitude for external representation and networking
- Excellent computer skills; especially Excel and accounting package