



# **JOB ANNOUNCEMENT**

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## **Community Development Officer**

### **Place of Assignment**

Puerto Galera, Oriental Mindoro

### **Start Date**

December 07, 2020

### **About the Position**

In general, the Community Development Officer shall provide overall support to the Program Coordinator in implementing projects under the Community Assistance Program.

The Community Development Officer focus shall be the management and administration of Community Educational Assistance Program`s lifecycle i.e. beneficiary identification and selection, application, eligibility requirements, scholarship contract terms and agreement, monitoring and evaluation, agreement termination. The Community Development Officer shall represent Stairway in the communities we operate in and actively pursue brand recognition and other marketing related activities of the foundation.

### **What We Look For**

A bachelor`s degree in the social sciences i.e. education, psychology, public policy, political science, development studies, communication. A Registered Social Worker is preferred but not required. Experience in social work, community organising, human rights advocacy or public service is an advantage.

### **Application**

Send your letter of intent and updated resume.  
Applications will be processed as they come in.

### **Deadline is on November 21, 2020**



Stairway Foundation Inc., Barangay Aninuan, Puerto Galera  
contact: +63 917 8431922, admin@stairway.ngo