



Economic recovery Assistant (TVET & Livelihoods)

Danish Refugee Council, one of the world's leading humanitarian NGOs, is currently looking for a highly qualified Economic recovery Assistant (TVET & Livelihoods)

About the job

The Economic Recovery Assistant (TVET & Livelihoods) will play a key role in supporting the implementation and supervision of TVET and other economic recovery initiatives in Somaliland. The postholder will coordinate the day-to-day supervision of vocational training activities, support the linkage between training centers and DRC, and ensure that TVET programs align with market needs and project objectives.

In addition, the position will support other economic recovery activities such as business development services (BDS), village savings and loans associations (VSLAs), and cash-based interventions, ensuring these initiatives promote sustainable livelihoods and resilience among target communities.

Your main duties and responsibilities will be:



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 **APPLY FOR POSITION**

Application due:
10/15/2025

Workplace:
Hargeisa

Department/Country:
Somalia

Contract type:

TVET Program Supervision and documentation

- Oversee the implementation of TVET and skills training activities in collaboration with training institutions.
- Monitor quality and relevance of vocational training curricula, ensuring alignment with labor market demand.
- Support the selection, registration, verifications, enrollment, and follow-up of trainees, prioritizing youth, women, and vulnerable groups.
- Conduct regular field monitoring of training centers, ensuring adherence to DRC and donor quality standards.
- With Support from the Economic recovery officer and Program Manager, facilitate the Job fairs of the TVET Students.
- Supervise the internships, apprenticeships, and job placement linkages of the TVET graduates.
- Collect and analyze data on trainees' progress, employment outcomes, and satisfaction.
- Ensure inclusion, protection, and safeguarding principles are integrated into TVET programming.
- Keep records of the project and do the project data collection and filing accordingly.
- Preparing and coordinating daily plans and activities that contribute to the objectives of the TVET project

Livelihoods and Economic Recovery

- Facilitate implementation of economic recovery interventions such as VSLAs, SME support, and business start-up grants.
- Participate in community mobilization, beneficiary registration, and verification processes.
- Support the design and delivery of business skills, entrepreneurship, and financial literacy training.
- Assist in implementing cash-based interventions (Cash-for-Work, Unconditional Cash Transfers) in line with DRC guidelines.
- Contribute to market assessments and mapping of local economic opportunities.

Monitoring, Reporting, and Learning

- Work with the M&E Officer to collect, verify, and analyze data from TVET and livelihood activities.
- Contribute to reporting, including for visibility and communication purposes, on TVET activities, provide inputs for monthly reports as well as for any other relevant documents / publications.
- Document case studies, success stories, challenges and best practices from field activities.

Logistics and Administration

- Responsible for organizing the necessary logistics (transport, accommodation, meals, etc).
- Submit weekly movement plans to the project manager.
- Follow up on order requests and give suggestions to the Project manager for validation.

Communication

- Identify and inform the project manager of any problems or constraints.
- Represent the organization in meeting with beneficiaries.
- Promote systematically DRC mandate and humanitarian principles to other stakeholders/partner agencies at all times.
- Develop weekly activity and movement planning and submit to area manager and logistic officer.
- Develop monthly work plan /activities/objectives and submit to Project manager.

About you

To be successful in this role we expect you to have:

Required

- Minimum 2 years' experience in TVET, livelihoods, or economic recovery programming with NGOs or development agencies.
- Bachelor's degree in education, Economics, Business, Agriculture, Development Studies, or related field.
- Fluent in written and spoken English language, Understand and speak Arabic language,Native in Somali language
- Proven experience supervising vocational training or skills development projects.
- Familiarity with market assessments, business development, and job placement systems.
- Experienced in working with private sectors, local authorities, and training institutions.

Homepage:

drc.ngo

ABOUT DRC

Founded in 1956, DRC Danish Refugee Council is Denmark's largest, and a leading international NGO. We have continuously been ranked as one of the best NGOs in the world - and are one of the few with a specific expertise in forced displacement. In around 35 countries, we protect, advocate and build sustainable futures for refugees and other displacement-affected people and communities.

- Knowledge of cash transfer programming and beneficiary accountability frameworks.
- Strong understanding of gender, protection, and inclusion principles.
- Excellent communication, facilitation, and community mobilization skills.
- Proficiency in Microsoft Office and digital data collection tools.
- Ability to travel frequently to field locations.

In this position, you are expected to demonstrate DRC's five core competencies:

Striving for excellence: You focus on reaching results while ensuring an efficient process.

Collaborating: You involve relevant parties and encourage feedback.

Taking the lead: You take ownership and initiative while aiming for innovation.

Communicating: You listen and speak effectively and honestly.

Demonstrating integrity: You uphold and promote the highest standards of ethical and professional conduct in relation to our values and Code of Conduct, including safeguarding against sexual exploitation, abuse and harassment.

We offer

Contract length: 7 months

Band: Employment Band Non-Management I

Work location: Hargeisa

Start date: 26th October 2025

Reporting to: Area Manager

Salary and conditions will be in accordance with Danish Refugee Council's Terms of Employment for employees on national contract.

Application process

All applicants must upload a cover letter and an updated CV (no longer than four pages) in English.

Applications sent by email will not be considered.

Closing date for applications: **15th October 2025**

For more information about the Danish Refugee Council, please visit our website drc.ngo.

Danish Refugee Council is an equal opportunity employer. We are committed to creating an inclusive and positive work environment based on mutual respect for all employees. All applicants are considered for employment regardless of personal characteristics or attributes.

DRC as an employer

By working in DRC, you will be joining a global workforce of around 6500 employees in around 35 countries. We pride ourselves on our:

- Professionalism, impact & expertise
- Humanitarian approach & the work we do
- Purpose, meaningfulness & own contribution
- Culture, values & strong leadership
- Fair compensation & continuous development

DRC's capacity to ensure the protection of and assistance to refugees, IDP's and other persons of concern depends on the ability of our staff to uphold and promote the highest standards of ethical and professional conduct in relation DRC's values and Code of Conduct, including safeguarding against sexual exploitation, abuse and harassment. DRC conducts thorough and comprehensive background checks as part of the recruitment process.

If you have questions or are facing problems with the online application process, please visit drc.ngo/jobssupport.

Danish Refugee Council is an equal opportunity employer and we consider all applicants based on individual merit and qualifications, regardless of personal characteristics or attributes. We are committed to increasing the diversity of our workforce, aiming for a 50% balance of men and women in management roles and ensuring that at least 50% of management roles are filled by national staff. We recognize that a diverse and inclusive team is crucial for achieving our organizational goals and making a positive impact on the communities we serve.

Apply for position

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