

VACANCY ANNOUNCEMENT

Youth Climate Action Fund (YCAF) - Belauri Municipality

Announcement Date: August 20, 2026 | **Apply before:** August 26, 2026, 5:00 PM

About NNSWA

The Nepal National Social Welfare Association (NNSWA) was established in 1990 and has more than three and a half decades of experience implementing community-based development programs in Sudurpashchim Province. Its key areas of work include disaster risk reduction, climate change adaptation, humanitarian response, education, health, livelihoods, inclusion, Youth Mobilization and natural resource management.

NNSWA is implementing the Youth Climate Action Fund (YCAF) in partnership with Belauri Municipality, supported by Bloomberg Philanthropies. YCAF mobilizes young people aged 15 to 24 to design and deliver local climate solutions. The program will support youth-led micro-grants in Belauri Municipality. NNSWA therefore invites applications from qualified and motivated candidates for the following positions.

Position 1: YCAF Mobilization Officer

Position	YCAF Mobilization Officer
Required No.	1 (One) - priority to applicants from Belauri Municipality
Base Station	Belauri Municipality, Kanchanpur, with frequent field visits across project wards
Reports To	Project Coordinator

General Position Summary

The YCAF Mobilization Officer will lead day-to-day youth and community mobilization for the YCAF program in Belauri Municipality. The position will work closely with Belauri Municipality, Ward Offices, youth groups, schools, communities, and other stakeholders to support outreach, implementation, monitoring, documentation, and completion of youth-led climate action micro-grants.

Key Duties and Responsibilities

- Mobilize and engage young people aged 15 to 24, ensuring inclusive participation in YCAF activities.
- Coordinate with Belauri Municipality, Ward Offices, youth groups, schools, and relevant community stakeholders.
- Support some youth-led micro-grant groups with work plans, activity implementation, record-keeping, basic financial tracking, and timely follow-up.
- Conduct regular field visits, monitor progress and results, identify issues, and support timely corrective actions.
- Collect accurate field data and evidence and provide timely inputs for required YCAF reports, orientations, and key events.

Required Qualifications and Experience

Academic Qualification

- A minimum Bachelor's degree from a recognized university in Social Science, Sociology, Social Work, Rural Development, Development Studies, Management, Environmental Science, Climate Change, Disaster Risk Management, Agriculture, or another relevant field is required.

Experience and Competencies

- Ability to work effectively with local government, youth groups, schools, and communities, with willingness to undertake frequent field visits.
- Strong communication, facilitation, coordination, report-writing, and basic computer/smartphone skills.
- Good knowledge of Belauri Municipality is preferred, with commitment to inclusion, safeguarding, and NNSWA's code of conduct.

Position 2: Climate Action & Technical Officer

Position	Climate Action & Technical Officer
Required No.	1 (One) - priority to applicants from Belauri Municipality
Base Station	Belauri Municipality, Kanchanpur, with frequent field visits across project wards
Reports To	Project Coordinator

General Position Summary

The YCAF Climate Action & Technical Officer will provide practical technical guidance to youth-led climate action initiatives and support the quality, feasibility, climate relevance, monitoring, and sustainability of approved micro-grants. The position will work closely with the Project Coordinator, Mobilization Officer, Belauri Municipality technical sections, youth groups, and relevant technical resource persons.

Key Duties and Responsibilities

- Provide technical coaching to youth groups during idea refinement, work planning, implementation, monitoring, and learning.
- Support technical quality across themes such as climate-smart/sustainable agriculture, disaster risk reduction, waste management, wetland and biodiversity conservation, afforestation and bio-fencing, and other approved local climate priorities.
- Review technical approaches, implementation risks, sustainability measures, indicators, and expected climate/environmental results and provide practical recommendations.
- Coordinate with Belauri Municipality agriculture, environment, disaster management, and other relevant technical sections and facilitate specialist inputs when required.
- Conduct technical field monitoring, verify quality and outcome evidence, identify implementation gaps, recommend corrective actions, and provide inputs to YCAF reports.

Required Qualifications and Experience

Academic Qualification

- A minimum Bachelor's degree from a recognized university in Agriculture/Agricultural Science, Environmental Science, Climate Change, Forestry, Natural Resource Management, Disaster Risk Management, or another closely relevant technical field is required.

Experience and Competencies

- Practical understanding of climate-smart/sustainable agriculture and local climate or environmental solutions is preferred.

- Ability to translate technical concepts into practical guidance for youth groups and coordinate effectively with local government technical staff and other stakeholders.
- Strong field monitoring, facilitation, analytical, documentation, report-writing, and basic computer/digital data skills; knowledge of Belauri Municipality is an advantage.

Required Application Documents

1. A cover letter/application clearly mentioning the position applied for.
2. An updated curriculum vitae (not more than three pages) with a recent color photograph.
3. At least two reference letters describing relevant work experience.

Application Procedure and Deadline

Application deadline: August 26, 2026, by 5:00 PM (Nepal Time).

Email to: jobopportunity.nnswa@gmail.com

Address to: OD/HR Manager, NNSWA Central Office, Airport Road, Bheemdatt-18, Kanchanpur, Sudurpashchim Province, Nepal

Submit the required documents by email before the stated deadline. Late or incomplete applications may not be considered.

Note: Only shortlisted candidates will be informed about the next steps in the selection process. Any attempt to influence the recruitment process will result in disqualification. We are an equal opportunity employer.



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HR Committee
NNSWA Kanchanpur

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