

Project Officer (Private Sector and Youth Engagement) at DCA Nepal:

DCA is a Danish Development and Humanitarian organisation with a vision of a world without hunger, poverty and oppression. We have been supporting development work in Nepal since the 1980s. DCA's works are focused on reducing inequality and promoting inclusion of the most marginalised communities in some of the most remote and vulnerable regions of Nepal.

Recognising the potential of youth as agents of change and thought leaders, youth engagement remains an important cross-cutting priority for DCA. As youth have enormous potential for advancing sustainable economic growth and resilience and can – given the right possibilities – play a decisive role in creating positive societal change, we engage them on solutions to challenges related to climate change and environment, shrinking civic space, protection of human rights and growing inequality and poverty.

DCA in Nepal hereby invites applications, for the position of **Project Officer-Private Sector and Youth Engagement** from qualified candidates to support program design, implementation, coordination and monitoring of activities related to youth and private sector engagement, youth volunteers' exchanges, and partnerships that enhance youth participation and enterprises development.

This role will act as an intermediary between youth networks, private companies, government agencies, and civil society partners, supporting DCA cross cutting commitment under Country strategy and programme goals.

Project Officer (Private Sector and Youth Engagement) -1 position:

The position will be based at DCA's Country Office, Kathmandu with work travel to project areas across Nepal. This position will report to Country Director but will work closely with the DCA's programme team. The position will start immediately following the outcome of the recruitment process. This position will be till 31 December 2026 with possibility of extension.

The position involves working closely with youth networks, child clubs and youth-led CBOs to ensure their meaningful involvement in programs and projects that are youth led. The position will support youths in facilitating capacity-building workshops, positioning them as active agents of change and supporting them in influencing decision-makers.

They will support partner organisations in day-to-day implementation of project activities in line with workplans and timelines, maintain regular communication to track progress, identify challenges, and provide necessary technical and operational inputs, compile and review reports submitted by partners, ensuring data accuracy and complaints.

Key Responsibilities:

Private sector engagement

- Support in developing a comprehensive strategy for private sector engagement, ensuring its alignment with program/ project goals and objectives.
- Support private sector involvement in events, workshops, dialogues on innovation, and investment in youth initiatives, skill development, leadership and capacity building.
- Promote youth focused green enterprises through private sector engagement and blended finance, providing start up support, access to finance, digital market access, and sustainable market development.
- Research & generate ideas to support in developing and designing programmes in collaboration with partners.

Youth engagement, mobilization and Advocacy

- Assist partners in formation of youth clubs, youth champions and capacitate them for local leadership development, especially in DRR and emergency response.
- Collaborate with youth networks, civil society platforms, and community groups to ensure meaningful participation in program design and delivery.
- Build and implement an internal mechanism to have continuous engagement between private sectors and youth stakeholders and provide the youth opportunities to thrive in economics.
- Support to implement the advocacy agenda and campaign, in collaboration with private sectors and youth networks, to promote success stories and best practices of the project, including contributing to the larger global agenda.
- Support the youth engagement team to strengthen youth centered programme, involving the Youth Advisory Panel (YAP) to ensure a coherent youth-led movement and a youth-led

advocacy initiative.

- Closely observe and document youth participation trends, barriers, and opportunities, producing regular analytical briefs to inform adaptive programming.
- Facilitate youth-led advocacy campaigns and initiatives, promoting the meaningful participation of young people in climate-related decision-making processes at local, national, regional, and global level as relevant.
- Represent the program at relevant stakeholder meetings, forums, and consultation events when assigned.

Program Implementation Support

- Contribute technical inputs to program planning, workplans, and strategies related to private sector and youth engagement.
- Organise and support thematic events (e.g., innovation fairs, job readiness bootcamps, business pitch contests).
- Prepare accurate and timely reports, documentation, and case studies on engagement activities and emerging lessons.
- Participate in inter-agency and development partner discussions, interact with national, global and intra countries initiatives and partnerships.

Monitoring, Evaluation & Learning

- Support preparation and updating of monitoring tools and performance indicators for engagement activities.
- Facilitate knowledge sharing and learning exchanges among young people, enabling them to share best practices, lessons learned, and success stories.
- Support in conducting regular monitoring and evaluation of the implemented projects, documenting results and identifying opportunities for scale-up and replication.
- Prepare event reports, project progress reports on a monthly, quarterly, and annual basis.
- Actively engage in documenting the best practices, key learnings, unique cases, and other relevant documentation to share with the wider team.
- Document learnings, innovations, and use cases for national and global sharing, including contributions to adaptive management and policy dialogue.
- Assist youth led groups in conducting research and generating evidence to inform policymaking and advocacy.
- Integrate research findings into policy briefs, advocacy messages, and inputs for local and provincial planning processes.
- Support youth networks in organizing evidence-based advocacy campaigns, dialogues, and consultations with decisionmakers.

Community Mobilisation and Data Collection

- Identify, engage, and train youth networks, CBOs, and community groups (especially from marginalized backgrounds) to contribute data for hazard exposure, vulnerabilities, and local capacities.
- Facilitate participatory risk mapping exercises and community vulnerability profiling.
- Promote citizen science approaches and empower local actors to collect and validate context-specific data (e.g., flash floods, fire, drought)

Qualification, Skill and Knowledge required:

- At least bachelor's degree in Development Studies, Business Studies, Economics, Social Sciences with experience and knowledge on youth mobilisation, and private sector engagement. (Master's degree is an advantage).
- Minimum 3 years of experience working with young people, leading youth-focused events, advocacy and campaigning on youth empowerment.

- Experience working in the private sector or a demonstrated understanding of private sector engagement principles, with the ability to develop a vision for alignment and convergence between the private and public sectors.
- Excellent interpersonal skills and ability to nurture relationships with partners.
- Have experience in providing training and mentoring support to CSOs, partners and right holders.
- Experience of research and evidence-based policy advocacy.
- Verbal and written communication as well as report writing skills both in English and Nepali.
- Role model for diversity, inclusion and belongingness.

Applications consisting of the below will only be considered:

- CV (max 3 pages),
- Letter of interest demonstrating your motivation to work in this position.

Please click on **APPLY** button at the end of this vacancy announcement to apply.

The closing date for application will be **Friday, 10 April 2026**. Only short-listed candidates will be further contacted. This recruitment will be held on a rolling basis and DCA Nepal reserves the right to select a candidate prior to the deadline.

DCA is committed to ensuring diversity, inclusion and gender equality within our organisation and encourages applicants from diverse backgrounds to apply. DCA conducts an anti-terror check as part of the recruitment process. It is a prerequisite that you pass this check and maintain this status throughout your employment with us.

DCA PSEAH Policy is one of zero tolerance, where DCA does not tolerate any form of exploitation, abuse and harassment by DCA staff, volunteers, or implementing partners. DCA is therefore committed to the prevention, detection and investigation of all forms of exploitation, abuse and harassment, in all its offices and among its implementing partners. Everyone applying for a job with DCA must be ready to comply with our Staff Policy on Prevention of Sexual Exploitation, Abuse and Harassment and our Child Safeguarding Policy.