**Call for Applications**

**Junior Legal Facilitator and Trainer (Full-Time) for LAO NATIONAL**

**MATERNITY LEAVE REPLACEMENT (7 months)**

Village Focus International (VFI) is an **i**NGO working in Lao PDR since 2001. We are looking for a motivated, reliable and flexible Junior Facilitator and Lawyer for the Land learning Initiative for Food security Enhancement (LIFE) Project *full-time* as in house consultant based in Vientiane with frequent travels to the field. **The contract is a maternity leave replacement for one of our staff for 7 months (May-November 2023)**

**Application Deadline: 25. March 2023**

**Contract Duration: 7 months (1. May -30.November 2023)**

**Background** The LIFE project aims to contribute to smallholder family farmers, especially women and those from ethnic groups, having secure and equitable land tenure through enhanced capacity of key stakeholders (Government officials, CSOs and NPAs, Development Partners, and communities) to promote and protect family farmers’ tenure rights. **The project does legal trainings and awareness raising for organisations, government partners and supports students at the law faculty of NoUL**. LIFE is an initiative of the Land Information Working Group (LIWG) and its members and is implemented by Village Focus International (VFI) and is funded by Bread for the World.

**Role of the Junior Trainer and Legal Facilitator**

The Junior Facilitator and Lawyer in**-** house Consultant (the Consultant) will support the development of **training curricula** and and will be involved i**n the implementation of training** workshops (from preparation to implementa**tion, reporting and evaluation).**

**Main duties and responsibilities**

The Junior Legal Facilitator and Trainer is responsible for the following main tasks in support of the Senior trainers of the project:

**Coaching workshops**

* Help preparing for coaching workshops, including practicing teaching the lessons, updating the approach based on lessons learned from previous workshops, design the agenda and respond to specific requests from receiving organisations, Support activities related to improving the quality of coaching workshops and liasing with partners (supported by the Senior Trainers and the Team Leader)
* Assit managing coaching activity related budget (e.g. provide information for activity budget design, request for advance, provide receipts and provide information for activity related financial report) in close collaboration with LIFE Finance officer

**Curriculum and coaching material development**

* Participate in team capacity-building workshops and other related activities
* Actively contribute to the production and, development and update of content and material (training curricula, posters, accompanying material, etc.) for to support coaching workshops, including by conducting legal research, producing draft and drafting, updating and revising lesson plans and tool kit, and support to lesson plan development develop one pagers, summary, etc. for partners based on request and case-by-case basis

**Qualifications:**

* Decree in Law
* **First e**xperience and capacity in helping preparing training materials and facilitating training
* **First e**xperience**s** and knowledge of natural resource issues and legal rights in relation to natural resources **in Lao PDR**
* Ability to present information to a variety of audiences and to engage in trainings as Trainer
* Ability to travel frequently to deliver coaching or participate to relevant events and meetings
* Good writing skills including basic report writing
* Good ability in using basic computer software
* Excellent Lao and basic knowledge of English language
* Demonstrated ability to think, to plan and meet deadlines according to workplan and together with a team
* Excellent interpersonal and cross-cultural and communication skills
* *ASSET: experience working in the field of training and facilitation with INGO, UN, Int. Organisations*
* *ASSET: knowledge of Lao ethnic languages (i.e. Khmu, Hmong, etc)*

Full ToR available upon request @[lena.vilayphet@villagefocus.org](mailto:lena.vilayphet@villagefocus.org). Please send your cover letter and CV (in English **or LAO**) to: [lena.vilayphet@villagefocus.org](mailto:lena.vilayphet@villagefocus.org) by 25th of March 2023. Please provide the names and contact details for 2 references. Interviews are expected the weeks **of 27th-31th of March and 3rd-7th of April 2023**. The expected starting date of work is 01. **May 2023**. Only successful applicants will be contacted.