



## **Vacancy Announcement**

### **3 Project Field Officers (Houaphan)**

#### **About SNV**

SNV is a mission-driven global development partner, rooted in the contexts and societies where we work. Inspired by the transformational principles and objectives set out by the SDGs, we are committed to building resilient agri-food systems that deliver food security and adequate nutrition; to increasing the reliability and availability of water and sanitation at an acceptable quantity and quality; and to improving access to affordable and sustainable energy for all.

In doing so, we aim to strengthen institutions, markets and effective governance within and across the Agri-food, Energy, and Water sectors, reduce gender inequalities and barriers to social inclusion, and enable adaptation and mitigation to the climate and biodiversity crises.

We are one team of over 1,600 people, the vast majority of whom come from the contexts where we work, in more than 20 countries in Africa and Asia. Together, we are committed to effective and efficient stewardship of resources and maximising positive, lasting impacts. Our ability to deliver results rests on our robust foundation of experience, knowledge, evidence and learning; our commitment to strengthening capacities and catalysing partnerships; and the relationships and trust of those we work alongside.

In SNV's strategic framework (2023 – 2030) our focus is on contributing to a transformational level of change in agri-food, energy, and water systems - resulting in sustainable and more equitable lives for all. In all our work, the wider goal of transforming systems is embedded in the choices we make, inclusive of the enabling, facilitative, and partnership-centric approaches we take within our projects and programmes.

For more information on SNV, visit our website: [www.snv.org](http://www.snv.org).

#### **Purpose of the job**

The Project Field Officer works at the district level, ensuring the (quality of the) service delivery to the community. He/She will execute the local delivery of the project, will conform to the advice given by the nutrition and agriculture advisor(s)/ project manager and conforms to the SNV procedures and guidelines, making sure timelines and project standards are met. He/she will also anticipate on delivery challenges to ensure service and delivery continuity.

#### **Key responsibilities**

Under the direct supervision of the Programme Manager in charge of the Nutrition Programme of SRIWMSP as well as the Provincial Coordinator, the project field officer will undertake the following tasks:

- Provide project management and/or general office support following established targets and SNV's policies and procedures.

- Work and exchange information with internal counterparts to support effective collaboration, implementation, and monitoring of ongoing project activities.
- Support communication and activities with local partners, agencies, NGOs and government institutions.
- Support implementation of the Nutrition Programme of the SRIWMSP project at district level in close collaboration with the District Agriculture and Forestry Office (DAFO) and other district-based stakeholders.
- Support Implementation of participatory village action plans and multisectoral district level planning activities.
- Support Implementation of Village Nutrition Clubs (VNC) in the project target villages.
- Supervise other activities under the Nutrition Programme of the SRIWMSP project that are implemented by SNV such as Nutrition Sensitive Agriculture (NSA) Planning.
- Support other SNV field staff in the district where applicable.
- Supervise other SNV supported programme activities that exist in the district.

## Qualifications

The preferred consultant should have the following qualifications, experience and competencies:

- Bachelors degree in agriculture, nutrition, public health or related field
- At least 5 years of relevant experience in project implementation
- Good analytical and IT skills
- Fluency in both oral and written communication in lao and English

## Competencies

### **Communication**

The ability to communicate in clear language and to adjust one's use of language to the audience's level, making sure ideas and essence are understood by the audience.

### **Flexibility**

The ability to change one's behavioural style and/or views in order to achieve a set goal.

### **Perseverance**

The ability to hold on to views and plans of action, despite adversity.

### **Result orientation**

The ability to take direct action in order to attain or exceed objectives.

### **Focus on quality**

Setting high quality standards and striving for continuous improvement and quality assurance.

**Coaching** Encouraging and guiding employees in order to make their performance more effective and to enhance their self-perception and problem-solving skills

## Additional Information

Contract Type and Duration: 48 months

Contract Type: Open to national candidates

Duty Stations: Xamneua District, Viengxay District or Sopbao District, Houaphanh Province

Desired Start Date: 01 May 2023

## Key Steps in the Selection Process

1. Please submit your application (application letter and curriculum vitae) via Smartrecruiters <https://smrtr.io/dHVQn> on or before **28 April 2023** if you wish to be considered for this position. All information will be in the strictest confidence. We will revert to you as soon as feasible when we have reviewed your application.hby7hby7hby7hby7

2. We will require that you provide us with full details of three people who are willing to act as a referee. We will not contact these referees without your explicit permission. Please note that reference checks may be conducted prior to the selection decision.
3. Should SNV wish to proceed with your application, two interviews with the Selection Committee will take place.
4. After your interviews with the Selection Committee, we will advise you of the Committee's decision as soon as possible

Only shortlisted candidates will be contacted for an interview.

**Working at SNV**

SNV offers a challenging work environment, opportunities to lead and innovate, and a commitment to growing your skills in a fulfilling and diverse working environment. Our staff benefit from, and contribute to, an internal and global network of experts. For more information, please visit our website: [www.snv.org](http://www.snv.org)

SNV is an equal opportunities employer and female candidates are strongly encouraged to apply.