

VILLAGE FOCUS INTERNATIONAL

# VACANCY FOR LAO NATIONAL:

**2 Project senior officer**

Village Focus International (VFI) is an INGO working in the Lao PDR since 2001. We are looking to fill the position of Project senior officer is responsible for leading a project activities under the Protection and Empowerment of Women and Children. This position will be based in Vientiane Capital.

The position will be responsible for:

* Develop project activity plan then submit to the program coordinator
* Preparation of the project activity and budget plan including reporting
* Implement project activities related to the activity plan.
* Facilitate the meetings, training and workshops related to the project activities
* Liaise and coordinate with the Govt. partner and CSOs to build the concrete network and present of the
  + Ability to work with and communicate effectively with other staff, donors, government and other partners.
  + Managing the trafficking/VAW cases when necessary

**Qualification and Experiences**

* At least Bachelor Degree on related field: Law or social science or community development
* Abilities to read and write in English Language
* Ability to develop project reports in Lao and English (with minimal assistance)
* A minimum of 5-10 years of professional experience
* Experience working with projects related to human trafficking, migration, VAW and gender will be highly regarded
* Ability to plan and manage overall PROJECT implementation with minimal supervision
* Detailed understanding of trafficking, CRC, CEDEW and related issues

**Please send your written application together with CV, copies of certificates and references**

**before 31 August 2023** to Kongseng SIRIVATH @ [kongseng@villagefocus.org](mailto:kongseng@villagefocus.org) Tel / fax: 021 312519

or send to: VFILAO Box 4697 Vientiane, Lao PDR