



German-Lao
Association for
Development

VACANCY ANNOUNCEMENT FOR Field Manger

German - Lao Association for Development (GLAD) are:

- To develop a partnership for development between Germany and Laos for grass root participative development initiatives
- To strengthen the capacity of communities through identifying and addressing their needs whilst emphasizing the Sustainable Development Goals (poverty eradication, water, education, gender equality and basic health education)
- To strengthen the capacity of Government counterparts involved in rural community development through designated trainings and implementation of project
- To promote cultural exchange activities between Germany and Laos

GLAD is seeking a highly qualified and motivated Lao national who is flexible, effective team worker and can demonstrate the following skills, knowledge, and experience for Education and Rural Development.

Post title: Field Manager
Duty station: Salavan Province
During of contract: 2 years with possible of extending

The Field Manager is responsible for overseeing support of the project's implementation and coordination with the partners in provincial and district government to ensure that projects implementation adheres to timeframe.

Keys duties and responsibilities:

- Ensure that all GLAD projects adhere to the terms outlined in the MoU and MoA signed with Government partners.
- Develop and maintain partnerships with CSOs and other relevant institutions in the education, agriculture and health sectors at the district and provincial level.
- Regular progress reports of project implementation to the Implementation Management Committee (IMC) in monthly, quarterly, and half-yearly timely.
- Organize and coordinate IMC meetings to finalize project plans and present progress reports, as outlined in the MOU.
- Facilitate project monitoring and evaluation activities with the IMC on a quarterly as necessary.
- Supervise Project Officers and provide necessary assistance to ensure timely completion of project activities.
- Support project staff to enhance efficiency and focus on quality assurance.

Competencies

- Excellent analytical skills
- Excellent communication skills (written, verbal and interpersonal)
- Result oriented.

- Strong team player
- Commitment to working with multiple ethnic.
- Ability to work under pressure.
- Willingness to explore new methods and approaches.
- Good communication in English
- Willingness to travel and spend time in the project target Villages.
- Good driving for off road and mountainous areas

Qualifications and experience:

- University degree, preferably in the field of education, rural development, business or another relevant field
- Minimum three years of working experience in development projects.
- Experience from working in an international organisation and in a multi-cultural office environment preferable.

Other Benefit:

Pension fund, Lao Social Security, Annual health Checkup, Communication Allowance and others

Interested candidates should submit a CV with an accompanying letter demonstrates that you have the above competencies, relevant educational certificates, and names of two professional referees to **GLAD office** by mail: office@gladlaos.org

Application deadline is August 14, 2024. Interviews will take place during the **third week August 2024**. The post expects to start in the beginning of **September 2024**. Applications will be treated confidentially. Only short-listed candidates will be contacted for interview. Application forms will not be returned.