



The Asia Foundation's **Lao PDR Office in Vientiane** is seeking to recruit a qualified and motivated Lao national for the position of **Senior Rule of Law Manager** for a USAID funded program. This position is full-time and will be based in the Vientiane Capital.

BACKGROUND

The Asia Foundation (TAF) is a nonprofit international development organization committed to improving lives and expanding opportunities across Asia and the Pacific. Informed by decades of experience and deep local expertise, our work across the region is focused on governance, women's empowerment and gender equality, inclusive economic growth, environment and climate action, and regional and international relations.

Legal Aid Support promotes the rule of law in Laos by ensuring more fair, consistent and transparent delivery of justice according to the law, inclusive of women, the poor, and traditionally underserved populations. The program works with a range of stakeholders including the Government of Laos, the Lao Bar Association, university law clinics, and non-profit associations to improve the availability and quality of legal aid services in the country. The Senior Rule of Law Manager is one of the three designated key personnel positions of the program. The position will be full-time and based in Vientiane, Laos, with travel to target provinces across the country.

The Senior Rule of Law Manager will provide dedicated support to the USAID Legal Aid Support Program, working closely with the Chief of Party.

SUMMARY OF JOB RESPONSIBILITIES

- Serve as key liaison with Government of Laos (GoL) stakeholders, including the Ministry of Justice (MOJ) and the National Institute of Justice as well as the Laos Bar Association;
- Manage the implementation of the Memorandum of Understanding (MOU) between The Asia Foundation and the MOJ, ensuring work plan approval, quarterly program management committee meetings, and timeline implementation of the MOU workplan;
- Oversee the final evaluation of the MOU workplan activities;
- Manage the implementation of technical assistance and capacity building to MOJ, NIJ, and LBA;
- Provide technical assistance to GoL agencies on access to justice and legal aid issues, including support for policy reform and implementation;
- Manage and support the work of project sub-recipients, including programmatic guidance and budget oversight, and ensuring timely completion of deliverables;
- Support the Chief of Party on all aspects of project management, including workplan development and implementation, and project monitoring and reporting;
- Build and manage relationships with partners and USAID counterparts in Vientiane and Bangkok, including meeting and consulting regularly with USAID regarding the program's performance and direction;
- Develop and maintain MOUs with relevant GoL agencies.

REQUIRED QUALIFICATIONS

- Minimum 10 years of relevant professional experience managing activities or activity components related to any of the following: rule of law, access to justice, mediation, or human rights;

- A thorough understanding of the requirements of effectively functioning criminal and civil justice systems and of rule of law, and/or access to justice, and/or human rights programs;
- A thorough understanding of the Lao PDR legal system and of legal aid and community dispute resolution;
- Demonstrated ability to operate effectively in a fluid environment with creativity, flexibility, and perseverance;
- Demonstrated capabilities in institutional capacity development, high-level strategic visioning and leadership, and experience in working effectively with a broad range of counterparts including senior government officials, local governments, non-governmental institutions, the private sector, and international donors involved in rule of law, and/or access to justice, and/or human rights activities;
- A bachelor's degree in law, political science, international relations or relevant field (e.g. social science, rural development). Master degree in law or relevant field is highly preferred.
- Ability to write clearly, accurately, advanced and concisely in both English and Lao.

HOW TO APPLY:

Qualified candidates should submit a CV and Cover Letter as a single PDF document before the deadline **January 29, 2025** to country.laos.peopleandculture@asiafoundation.org or hard copy to TAF office at: 23 Singha Road, Phonxay Village, Saysettha District, P.O. Box 8032, Vientiane Lao PDR. Applications will be reviewed on a rolling basis until suitable candidate is identified.

The Asia Foundation is an equal opportunity employer, with personal and professional development opportunities provided to all staff. The Foundation adheres to a strict code of ethics and has zero tolerance for sexual harassment and exploitation.