



VACANCY ANNOUNCEMENT

LAO NATIONAL – COMMUNITY LIAISON OFFICER

GRET is an international solidarity organisation that aims to reconcile satisfaction of basic needs, social rights and environmental imperatives. Since 1976, its teams have been implementing locally appropriate solutions and partnerships to improve populations' living conditions while preserving our planet.

GRET is implementing an innovative urban development project focused on sanitation improvements, nature-based solutions, and urban planning in Luang Prabang. Community engagement is a critical component of our success. We are seeking a dynamic Lao national, for a position of Community Liaison Officer to serve as the bridge between our project team and local stakeholders. The successful candidate will build and maintain positive relationships with both local residents and more affluent private property owners, explain technical aspects of the project in accessible language, and support the neighborhood committee in their community awareness initiatives.

Key responsibilities

- Serve as the primary point of contact between the project team, local residents, and private property owners
- Conduct regular field visits to engage directly with all community members
- Explain project objectives, timelines, and impacts in clear, accessible terms
- Address questions and concerns from diverse stakeholders, escalating technical matters when necessary
- Collaborate closely with the established neighborhood committee
- Support and facilitate the committee's community awareness activities
- Gather stakeholder feedback and communicate it effectively to the project team
- Assist in organizing community meetings and information sessions
- Document community engagement activities and outcomes

Working conditions

- Based in Luang Prabang with regular trips to the districts and to Vientiane.
- Under supervision of the Project Manager and the head of GRET Branch Office in Luang Prabang.
- Health insurance, and other benefits.
- 12-month contract with a possibility to extend.

Required qualifications

- Lao nationality
- Bachelor degree in any related subject
- Excellent interpersonal and communication skills with ability to interact comfortably with both local residents and affluent property owners
- Experience in community engagement or public relations
- Strong ability to explain technical concepts in simple, accessible language

- Demonstrated capacity to listen actively and respond effectively to diverse community concerns
- Basic understanding of urban development, sanitation, or environmental projects
- Fluency in Lao language, good English language skills
- Well-organized with good documentation skills
- Ability to work independently while maintaining strong team connections
- Enthusiasm for environmentally sustainable urban development and climate change adaptation

Preferred qualifications

- 3 years of professional experience in water and sanitation sectors, community development or any relevant fields.
- Knowledge of nature-based solutions for urban environments
- Experience working with community committees or grassroots organizations
- Understanding of the local context in Luang Prabang
- Background in social sciences, community development, or related fields

Personal Qualities

- Enjoys direct community interaction and field work
- Patient and respectful listener
- Diplomatic problem solver when engaging with diverse stakeholders
- Adaptable and resilient
- Independent and proactive
- Passionate about sustainable development and climate-responsive urban planning
- Committed to inclusive community engagement across socioeconomic backgrounds.

Interested candidates should send a detailed CV (education, work experience and recent references) and a cover letter detailing his/her motivation for the position to:

GRET - P.O. Box 2483 - Ban Saphanthong Neua – Vientiane Capital - Tel: 021 454 198

Email: vasana.laos@gret.org

Deadline for submission of application: 29th of April 2025

Only short-listed candidates will be contacted for interview.