**Project Manager**

**Phongsaly Province**

**World Vision is a global community of millions, working together for one purpose: to change the lives of vulnerable children.**

***Our vision for every child, life in all its fullness.***

**Are you a motivated professional who wants to make a difference in Lao PDR?**

WVIL is leveraging its existing Climate Smart Agriculture CSA project experiences, such as land mapping, to deliver forest restoration and beneficial changes in land use in Phongsaly Province, which suffers from an excess of slash and burn agriculture practices. By raising awareness of World Vision’s presence in this area, and improving coordination and partnership with government counterparts and other stakeholders to promote agro-forestry to restore and protect the environment, it seeks to pre-position for future REDD+/Korea Forest Service (KFS) opportunities in Phongsaly Province.

Project Manager works closely with the Field Operation team, Technical Program team , Provincial partners and community to ensure effective coordination and implementation of “Phongsaly Forestry Restoration and Protection” project in Laos., Project Manager will lead both a technical role and a management related role in close coordination Head of Field Operation at WVIL, and technical guidance of the Technical Specialist, and in close collaboration and coordination with government counterparts at provincial and district levels. Project Manager will be responsible for effective implementation and management of the project. The Project Manager will have a strong technical background in climate change adaptation in the agricultural sector, and value chain development.

Project Manager is also responsible for maintaining effective working relationship and partnership with government counterparts, civil societies and, ensure active engagement of WVIL.

Key Objective of the job: Project Manager is accountable for the following:

* Coordinate with Head of Field Operation, Government counterparts and Technical Advisor for Capacity Development in technical project planning and implementation of the project to ensure technical coherence between different project components; in accordance with the approved Project Document and the results-based Annual Work Plan and Budget (AWP/B), and in compliance with WVIL, SO procedures and Donor’s requirements.
* Oversee all project implementation process including planning, budgeting, coordination and facilitating the implementation of project activities.
* Represent WVIL at provincial and district levels in advocating partnership and engagement guidelines to ensure all project partners including government, local authorities and communities are accountably involved.
* Ensure the timely mobilization of all necessary government resources in all project districts in a harmonized and coordinated manner including defining the organizational and chronological aspects of project delivery.
* Ensure effective implementation and management of the project;
* Coordinate activities with project partners at national, provincial and district levels
* Support implementation and organization of field activities (technical and administrative support);
* Monitor project progress in support of Technical Advisor about potential problems that could result in delays in implementation;
* Facilitate and conduct meetings of the project steering committee;
* Carry out recruitment and management of required national and international consultants, including the development of the draft Terms of Reference;
* Prepare inputs for, and support, the writing of project reports, as defined in the project document;
* Assist in the organization of meetings, workshops and training activities;
* Undertake any other required duties to ensure the project outputs' successful delivery.

**Major Responsibilities:**

**Strategic leadership for overall project management**

* Represent WVI at provincial and district levels and ensure the government counterparts at local levels engage with project implementation including maintaining positive relationship and partnership with local partners.
* Coordinate and support counterparts to finalize all relevant MoU and agreements and get them signed for supporting the implementation process.
* Coordinate activities with project partners at Provincial and district level;
* Ensure effective implementation and organization of field activities (technical and administrative support);
* Monitor project progress in support of Technical Advisor about potential problems that could result in delays in implementation;
* Conduct meetings of the project steering committee;
* Lead Project Team for implementation and coordinate with partners and donors
* Ensure the timely mobilization of all necessary government partnerships in a harmonized and coordinated manner.
* Ensure project implementation are in line with WVIL country strategy and donors’ regulations
* Ensure all action plans have received the required technical support and are completed on time to meet the project target.
* Cooperate with program support staff to manage the project budget, procurements and financial authorization, actual disbursement report, and result-based monitoring
* Ensure submission of the project’s periodic reporting (financial and technical)

Carry out recruitment and management of required national and international consultants, including the development of the draft Terms of Reference;

**Leadership on evidence gathering and documentation**

* Prepare inputs for, and support, the writing of project reports, as defined in the project document;
* Monitor project progress, gather evidence and best practices on project implementation
* Work closely with the government counterparts and project team on the development/refinement of participatory assessments, building on promising practices
* Prepare timely project progress reports, reviews, reflections as needed and share with stakeholders for learning and decision making. Carry out regular review and reflection meetings with the relevant stakeholders and implement the best practices.

**External Relationship, networking, and advocacy**

* Develop strategic relationships and partnerships with key stakeholders;
* Represent the project in selected national and provincial level meetings and workshops;
* Interact, build and nurture effective working relationships with relevant GO/NGOs, Agencies, and Civil Society Organizations to foster strong networking, coordination, collaboration and partnership at national level for climate change, climate-sensitive agriculture, value chain and agrometeorology system
* Educate on the project-specific advocacy issues and plans to partner with I/NGOs and other relevant stakeholders;
* Organizational values and strategic priorities, as well as the branding and positioning of World Vision, are strengthened in climate change issues.
* Represent the project in meetings and conferences relevant to the achievement of the Project’s objectives;
* Provides policy advice and technical support to government and other partners on urban climate resilience;

Work closely with partners and government to detail endorsement of the guidelines, including a cascade-based approach to blended financing

**Required Education, Professional Experience**

* Bachelor’s degree or equivalent in Climate change, Social Science, Economics or related field
* Good knowledge and experience of working with Government of Lao PDR.
* Minimum 5 years of experience project development and management, and global climate strategy and financing
* A good understanding of transformational and sustainable development approach.
* Ability to analyse and solve problems, persuade, network and negotiate
* Highly developed interpersonal and communication skills including influencing, dynamic, negotiation and coaching
* Knowledge about climate change mitigation/adaptation and community-based project development and implementation
* Analytical skills combined with good communication skills in English and Local language
* Able to work independently and as part of a team and deliver on time under pressure
* Experience of managing developmental projects in partnership with government.
* Proven experience as Team Leader/ Project Manager from one or more projects of similar nature. Management or participation in Climate change project development and management would be an advantage
* Experience in working, liaising and collaborating with government representatives, officials, local authorities, civil society organizations, and public international organizations

**Encouragement**

World Vision is committed to the principles of workplace diversity. Qualified women and people with disabilities are encouraged to apply.

World Vision offers a competitive salary and comprehensive benefits package. We offer a challenging work environment, opportunities to lead, and a commitment to growing your skills in a fulfilling and international working environment.

**Application**

Interested candidates are invited to submit a **COVER LETTER** and **CV** to the link below. Please indicate the **POSITION TITLE.** Deadline for application is **20 June 2025,** however applicants are **encouraged to apply early** as applications will be reviewed on an ongoing basis and the position will close early if a suitable candidate is found.

**Women are strongly encouraged to apply.**

**Please submit your application to this link:**

<https://worldvision.wd1.myworkdayjobs.com/en-US/WorldVisionInternational/details/Project-Manager_JR42713?locationCountry=db69cbe0446c11de98360015c5e6daf6>

**Code of Conduct**

World Vision has zero tolerance of incidents of violence or abuse against children and other people in the communities we serve, either committed by our staff or others connected to our work. We abhor any misuse of power, status, or trusted position for any sexual or other exploitative purposes. All World Vision’s employees are required to adhered to and promote World Vision shared responsibility and obligation to report matters involving Sexual Exploitation & Abuse, Trafficking in Persons, Child Safeguarding and any suggested violation to our Code of Conduct which may involve Conflicts of Interest, Fraud, Corruption or Harassment.

**Learn more about us**

[www.wvi.org/laos](http://www.wvi.org/laos)

<https://www.facebook.com/WorldVisioninLaoPDR/>