



Until we are all equal

We are looking for enthusiastic, dedicated development professionals interested in long term careers with a major international children's NGO.

Plan International is an independent development and humanitarian organisation that advances children's rights and equality for girls. Working together with children, young people, our supporters and partners, we strive for a just world, tackling the root causes of the challenges facing girls and all vulnerable children. Plan, one of the world's largest children's INGOs, works with children and poor communities in 50 countries.

Currently we work in Vientiane Capital, Bokeo, Oudomxay, Luang Prabang, Saravan, Champasak and Vientiane Provinces, in basic education, early childhood development, health and nutrition, water, sanitation and hygiene, adolescence development and participant, and skills and opportunities for youth employment and entrepreneurship. Plan International has no religious or political aims or affiliations. Visit www.plan-international.org for more information.

Plan is an equal opportunity employer. **We strongly encourage applications from women, members of ethnic groups and people with disabilities and LGBTQIA+ colleagues.** Plan offers competitive salaries and long-term employment opportunities for all posts.

Plan International Laos is looking for a **Lao National** for the following position:

Project Manager – Climate Ready School

Based in Vientiane Capital

Duties and responsibilities will include:

- Lead the development and timely approval of the project's Detailed Implementation Plan (DIP), annual work plan, budget, procurement, and training plans for the project;
- Ensure high-quality and on-schedule implementation of activities in coordination with local government, CSO partners, and other development actors, while conducting monthly grant reviews to monitor compliance and report risks;
- Represent the project with donors, government agencies, and development partners, including organizing and leading field visits as required;
- Direct reports, Plan teams in the provinces and CSO partners are provided with supervision, technical support, training and coaching to enable them to deliver the project intervention. Ensure coordination of activities among the different partners for optimal use of resources and time;
- Performance of direct reports and CSO partners is monitored and reviewed, in particular, holding staff accountable for meeting the criteria in their job description and delivering any improvement goals which have been identified, giving corrective feedback where required and taking decisive action in the case of unsatisfactory performance;
- Regular communication to direct reports and CSO partners on the project, ensuring each team member understands expected outcomes and that they are aware of the success criteria relating to their work, and how this contributes to the overall project and Plan's work in Laos;

- Team members and CSO partners are supported in a manner that enable them to give their best, e.g. by encouraging and praising good performance, coaching, assisting staff to resolve performance problems, providing resources, tools and equipment, and identifying professional development needs and communicating these to Plan's HR Manager;
- Ensure implementation of the project M&E Framework and results framework targets are met
- Ensure implementation is managed in alignment with the Program Quality, Safeguarding of Children and Young People and PSEA standards;
- Collaboration with operations, finance, administration, people & culture and communications teams to ensure the most effective and efficient delivery of project;
- Compliance with all policies and strategies of Plan International as well as proposing, updating and implementing changes to existing policies and strategies for Plan Laos.

Qualifications, Experiences:

- Degree relevant to development studies, public health, education or any other relevant field.
- Experience of working with young people.
- Demonstrated skills in project cycle management and team management, with proven experience in supporting and coaching teams.
- Excellent interpersonal, communication and facilitation skills suitable for youth, CSOs and high-level government audiences.
- Experience of compliance for donor funded projects.
- Have an advanced understanding of gender transformative programming, inclusion, maintaining safeguarding and PSEA standards.
- Have a strong commitment to achieving gender equality, sexual rights of young people; and youth engagement.

Skills:

- Good ICT skills including Word, Excel, email/internet, Teams, and PowerPoint.
- Proficiency in written and spoken English.
- Good inter-personal and communication skills essential.
- Problem solving and negotiation skills.
- Good understanding in corporate software.

FOR ALL PLAN POSITIONS:

- We strongly encourage equally qualified female candidates to apply.
- Strong commitment to the equal rights and participation of girls and women is essential.
- Strong commitment to the Rights of the Child is essential.
- Plan does not tolerate child abuse. All Plan staff are selected and employed in line with the conditions of Plan's Child Protection Policy. These include appropriate reference and background checks.
- Applications will not be acknowledged. Only short-listed candidates will be contacted. No correspondence or telephone calls will be entered into.
- Short listed candidates will be required to attend panel interviews and other selection procedures.

Herewith the Job Description (JD): [JD Project Manager - Climate Ready School Feb'2026](#)

CLOSING DATE FOR APPLICATIONS: on Monday, 16th February 2026

TO APPLY FOR THIS POST:

Send your resume/CV, and cover letter. In the cover letter please state on a separate page your preferred **start date, names and contact details of three referees and your salary expectations for each position**, to **Plan International Laos, Vientiane, Lao PDR**, or to PlanLaos.JobVacancies@plan-international.org

Please state in cover letter how you learned about the job – through emails, INGO Directory, 108 Jobs, or friends.