



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 has been working in Laos since 2007 to deliver integrated programmes that advance child rights and gender equality. Plan International Laos' (Plan Laos') 2021-2027 Country Strategy takes a life cycle approach to implementing **public health & nutrition, education & skills, adolescent development & participation, and skills & opportunities for youth employment & entrepreneurship (SOYEE)** actions.

Committed to establishing and strengthening our NPA/CSO partnerships in programme and project implementation, we partner strategically with the Government of Laos, managing contractors, and private sector. Plan has established programme and project offices in Bokeo, Champasak, Luang Prabang, Oudomxay and Vientiane provinces and Vientiane Capital, and implement through partner agencies in Luang Namtha, Salavane and Savannakhet provinces. Additionally, we are mandated to respond to the humanitarian needs of children, young people and vulnerable communities throughout Lao PDR.

To implement projects, we work closely with the Agriculture & Forestry, Commerce & Industry, Education & Sports, Foreign Affairs, Health and Tourism Ministry's; development partners and INGO networks in accordance with the principles of aid effectiveness and Plan's locally-led, globally connected commitments. As a leading INGO in Lao PDR, we participate in national, regional and global civil society, Government and external working groups.

Our work includes community-based actions, NPA/CSO partnerships and systemic change through policy influencing and advocacy. Our values-based feminist leadership principles underpin our work. We are committed to the principles of decolonisation and to being locally-led, globally connected.

We contribute towards Plan's global commitment to impact the lives of 200 million girls by 2027.

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:

### **Re-Advertisement:**

## **Head of Programmes, Influencing & Partnerships**

Based in Vientiane Capital

### **Main duties and responsibilities will include:**

- Working with the Country Director to implement Plan International's updated global strategy with a focus on the rights of girls and young women, gender equality and Plan Laos 2021-2027 Country Strategy.

- Contributing as a member of the Country Management Team (CMT) to Plan Laos' policy development, risk assessment and mitigation, and analysis of trends and changes which will impact the programmes and projects.
- Deputising upon request, for the Country Director, and frequently representing Plan to external stakeholders.
- Approving, upon delegation of the Country Director, commitments, contracts, grants, leases, disbursements and transfers to third parties as per the financial delegation framework.
- Supervising programme and project managers, technical advisors, consultants and specialists, as per organisational structure, and defined in individual TORs.
- Reporting regularly to the Country Director on the management of all risks associated with programme delivery including grant compliance, budget and people management, to ensure ensuring that programmes are implemented with quality.
- Supporting the Business Development Manager/Unit; programme leaders or project managers, Plan National Office (NO) partners and Country Director to identify and respond to programme funding opportunities; and
- Supporting the Emergency response team (ERT) as discussed with the Country Director and/or Emergency Response focal person, on anticipatory action, preparedness planning and emergency response efforts in Laos.
- Leads the programme team and ensures high quality, relevant and effective programmes are developed in alignment with Plan's Gender Transformative Programme and Influencing strategy, bringing long-term changes in the lives of children, their families and their communities.
- Leads programme implementation team and ensures high quality implementation, meeting Plan standards and aligned with the global Programming and influencing strategy that is compliant with funding commitments and contractual obligations.
- Contributes to a comprehensive funding strategy to effectively support deliver of programmes.
- Manages performance of programme team and empowers them to deliver sustainable changes for the children and their communities.

**Herewith the Job Description (JD): [JD Plan Laos Head of Programmes, Influencing& Partnerships](#)**

### **Qualifications, Experiences:**

- Master's degree relevant to development programming **or** a Bachelor's degree with substantial, quality experience in lieu.
- Knowledge and experience of bilateral, multilateral and private sector donor compliance and financial management requirements.
- Knowledge of rights-based development approaches and how to apply these to programming. Knowledge of child rights-based and gender transformative programming approaches is highly desirable.
- Qualifications or demonstrated knowledge in programme quality and development effectiveness.
- Knowledge of Laos and the development context.

### **Skills:**

- Minimum 10 years' experience in a senior role in a development agency, INGO or related experience.
- Demonstrated skills in project cycle management, with a minimum of 10 years' prior experience managing grant funded programmes and projects.
- Excellent analytical and problem-solving skills.
- Demonstrated skills in change management.

- Demonstrated skills in human resource management, with proven experience in supporting and coaching teams in a cross-cultural environment.
- Excellent speaking and writing skills in English (e.g., reports, proposals, analysis, briefings).
- Demonstrated solutions-focused approach to resolving challenges.
- Excellent and effective interpersonal communication and negotiation skills.
- Excellent time management and organisational skills.

**Desirable:**

- High level representation skills, including to senior officials in government, development partners, and the private sector.
- Highly effective communicator that builds relationships in order to influence others.
- Demonstrated capacity to create and manage complex partnerships that contribute to organizational goals.
- Strives for high performance and involves others in setting and achieving goals.
- Holds self and others to account to deliver on agreed goals and standards of behaviour and promotes a learning environment in the organization.

**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.

**CLOSING DATE FOR APPLICATIONS: by midnight on Wednesday, 27<sup>th</sup> of May 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](mailto:PlanLaos.JobVacancies@plan-international.org)

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