



DEVELOPMENT AND PARTNERSHIP IN ACTION (DPA)

Re announcement

Development and Partnership in Action (DPA) is a Cambodian NGO. DPA currently has two main programmes: Integrated Community Development Programme (ICDP) and Partnership and Advocacy Programme (PAP). DPA is now looking for a qualified Cambodian to fill up the position of **Provincial Project Manager** base in Siem Reap Province.

Roles and Responsibilities:

- Be responsible for the effective and efficient management of the programme and its activities through the provision of overall guidance to the team on planning, implementation, monitoring and evaluation of the programme activities.
- Support, manage and motivate the team of Integrated Community Development Project in Siem Reap to achieve the project overall and specific objectives.
- Conduct sufficient monitor visits to the project and provide effective inputs/feedbacks to the team for improvement and ensure milestones and targets set in the Logframe are achieved
- With assistance from the management, ensure adherence to donor compliance and requirements on due diligence and governance including safeguarding
- With the programme staff, prepare the annual operational plan and budget, and write progress reports.
- Coordinate human resources for staff capacity development .
- Establish and maintain external collaboration and coordination with other NGOs, concerned government departments and private sector.

Qualifications Required:

- University degree in agriculture or agribusiness or Natural Resources Management or other related fields
- At least five-year experience working with NGOs, preferably in the field of integrated community development
- Knowledge and experience on People-Led Development Process (PLDP) and Rights-Based Approaches (RBA) are critically required
- Knowledge and experience in agriculture's value chain and marketing are advantage
- Knowledge and experience working with indigenous people, poor and marginalised people
- Strong leadership and management of programme, finance, administration, staff development and management and networking
- Very good in written and spoken English
- Sound computer skills, including knowledge of MS Word, Excel, e-mail and Internet

Interested candidates should submit their **CV including three references and cover letter to Mrs. Sok Sinuon** through **email : sok.sinuon@dpacam.org** or at DPA Office in Phnom Penh (House #3, Street 323, Sangkat Boeung Kak 2, Khan Toul Kork), **by 03rd December 2020 at 5:00 pm**. A detailed job description is available at the DPA office in Phnom Penh and on DPA website.

Women are strongly encouraged to apply. Only short-listed candidates will be contacted for an interview