



World Agroforestry Centre  
TRANSFORMING LIVES AND LANDSCAPES

## World Agroforestry Centre – Southeast Asia Regional Office Recruiting a National Scientist/ACIAR Field Activity Coordinator based in Hanoi, Vietnam.

The World Agroforestry Centre (ICRAF) is one of a network of the Consultative Group on International Agricultural Research (CGIAR). As a global leader in agroforestry research and development, ICRAF's ultimate purpose is to improve human welfare by reducing poverty, increasing cash income, improving food and nutritional security, and increasing environmental resilience through improved agroforestry systems. ICRAF has its headquarters in Nairobi, Kenya and works in 21 countries throughout Africa, Asia and Latin America.

### The Position

As a result of implementing new ACIAR granted project named Agroforestry Systems for Livelihood of small holders in Northwest Region, ICRAF Vietnam is seeking a mature aged, open-minded, dynamic and energetic **National Scientist/Field Activity Coordinator**. Under supervision of Vietnam Country Coordinator (CC), the Coordinator will assist ICRAF Vietnam country coordinator with the following:

### Duties and Responsibilities

The successful candidate will be expected to perform the summary tasks as follows:

#### As Researcher:

Project field coordinator, including 50% for overall field coordinator and 50% to coordinate Objectives 3, 4 of ACIAR project

- a) Coordinate and report on field activities at project sites and act as national contact person. This includes participating into annual planning of project activities; guide, collect and compile field quarterly reports from the sites, which will provide input to the semi- and annual reports to ACIAR and the project's working papers.
- b) Coordinate and participate as principle investigator of Objectives 3,4. The coordination work includes annual planning, recruiting consultants, reporting activities. Research activities contain value chains analysis, organising market fairs, promoting entrepreneurship among small-holders, value-added activities, workshops, publishing policy briefs, books, and scientific papers etc.

#### As Project Coordinator:

- a) Ensure proper project resources management (staff, assets, financial resources) to achieve project deliverables (goals and objectives) as per funding agreement and approved project proposal
- b) Timely project deliverables (trainings, synthesis, tools, publications) and reporting as mandated by donor/s or ICRAF governance.
- c) Ensure proper implementation of research ethics, partnership management, project research data management
- d) Adequate publication and dissemination – with Information Unit (IFU) develop project communication strategy and dissemination of program outcomes, also corporate communication whenever needed e.g. technical content for public awareness or web information.
- e) Refer to management authorization table for project implementation (e.g. contracts, approvals)

### Qualifications and Skills Required:

- Vietnamese nationality holding an post-graduate degree in forestry or agricultural economics
- Skill in using farming system analysis, value chain analyses and statistics software
- Minimum 5-year working experience with international research and/or development projects in the related fields.
- Proven research management skill;
- Knowledge of computer programs: Windows, Office package,
- Well organized; able to meet deadline and manage stressful working situations
- Having excellent command of English
- Willing to learn new skills/knowledge related to the scope/content of the specified projects.
- Strong team-building, networking skills and analytical research ability
- Excellent interpersonal skills and ability to work well in multicultural teams.
- Demonstrates effective written and verbal communication skills
- Generates creative, practical approaches to overcome challenging situations.
- Dynamic to adjust and adapt with the changing situation

### Terms of offer

- This is a Nationally Professional Fixed Term position with a competitive salary and benefits package.
- The contract is for a period of 2 (two) years, with possibility of renewal, subject to 3 (three) months probation period, assessment of performance and availability of resources.
- The position is started as soon as possible once the project grant is signed which is expected at beginning of October, 2011

Please submit your application with relevant qualifications, experiences, reference and a recent photograph in MS Word or Pdf format (Max. 500 kb), not later than **11 Sep. 2011** to **ICRAF Vietnam Office** via **Email: [icraf-vietnam@cgiar.org](mailto:icraf-vietnam@cgiar.org)**

Only short-listed applicants meeting the requirements stated above will be contacted.

ICRAF believes that staff diversity promotes excellence, and strongly encourages women to apply. We invite you to learn more about ICRAF at our web site :

***<http://www.worldagroforestry.org/sea>***