



Towards Transparency (TT)  
TI National Contact in Vietnam  
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## JOB DESCRIPTION

### Youth Integrity Officer

**Job title:** Youth Integrity Officer  
**Location:** Hanoi  
**Starting Date:** as soon as possible (June-July 2013)  
**Job Summary:** This position leads TT's youth integrity work, engaging with young people directly and working closely with TT's partners, i.e. other civil society organisations and universities.  
**Reporting to:** Deputy Executive Director  
**Position Type:** Vietnamese national post, full-time (5 working days/week).  
**Contract duration:** Until 31 December 2015, with possibility of extension (subject to funding)

### Background information:

Towards Transparency (TT) was established in November 2008 as a Vietnamese non-profit and non-state consulting company. In March 2009, TT became the official National Contact of Transparency International (TI) in Vietnam.

Transparency International (TI) is the global civil society organisation working to stop corruption. TI works through National Chapters, National Contacts and other partners in more than 100 countries. Its international secretariat is based in Berlin, Germany. In Vietnam, TT has supported the TI Secretariat in Berlin in designing and executing the TI Vietnam Programme 2009-2012: "Strengthening Anti-corruption Demand from Government, Private Sector and Society".

During the past three years, TT has received increasing recognition from national and international stakeholders as a key civil society actor in promoting transparency and accountability in Vietnam. In 2013, TI and TT have started the implementation of the next, ambitious phase of the [TI Vietnam programme \(2013-2015\)](#). This work will involve an expanded effort to encourage and support the engagement of civil society organisations, citizens (in particular the youth) and the business sector in finding solutions to corruption. TI/TT will continue contributing to improving anti-corruption policy and its implementation through evidence-based advocacy. In response to increased stakeholder interest, work with the public sector will also be expanded towards local government-level solutions for transparency.

Currently, TT is looking for a capable and highly qualified professional to fill in the position of Youth Integrity Officer to join its dynamic team.

This is an exciting opportunity for a highly motivated, creative and conscientious candidate combining strategic thinking and hands-on project implementation skills to shape TI/TT's work in Vietnam in one of the key areas of our strategic plan. The position offers exciting opportunities for learning and development, including in the international context.

<b>Position Title</b>	<b>Youth Integrity Officer</b>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>• To lead the development and implementation of TI/TT's youth engagement activities</li> <li>• To develop and support a group of young volunteers who are engaged in TI/TT's work</li> <li>• To develop and strengthen TI/TT's partnerships with other youth-led groups, civil society organisations, universities and selected government and media stakeholders</li> <li>• To conceptualise, develop and continuously improve TI/TT's youth integrity training and communication materials</li> <li>• To monitor and evaluate effectiveness of youth integrity activities, and propose continuous improvements</li> <li>• To contribute to the wider programmatic and organizational priorities and learning, in particular by strengthening links between youth engagement activities and other programme areas</li> <li>• To perform other key organisational tasks as assigned by the line manager</li> </ul>
<b>Reporting line</b>	To <b>Deputy Executive Director (International)</b>
<b>Job Requirements</b>	<p><i>Skills and qualifications:</i></p> <ul style="list-style-type: none"> <li>• University Degree in Development Studies, Social Sciences, Business Administration, Law, Policy Studies or other relevant fields</li> <li>• At least 3-5 years of relevant and practical work experience, ideally in an NGO environment</li> <li>• Experience developing and managing youth engagement activities in a civil society context is a distinct advantage</li> <li>• Project development and implementation experience</li> <li>• Good understanding of and interest in using social media and other creative communication channels and materials to promote awareness and behavior change.</li> <li>• Excellent English and Vietnamese skills (written and spoken)</li> <li>• Strong IT and computer skills</li> <li>• Ability and willingness to travel as required for the position (nationally and internationally)</li> </ul> <p><i>Personal qualities:</i></p> <ul style="list-style-type: none"> <li>• Demonstrated interest and commitment to anti-corruption</li> <li>• A reputation for and commitment to personal integrity and honesty</li> <li>• Capacity to make sound assessments, critical thinking and problem-solving capacity</li> <li>• Strong interest in and ability to engage young people</li> <li>• Open-mindedness, and an ability to learn and apply new concepts quickly</li> <li>• Strong ability to build strong interpersonal relationships, and commitment to team-work</li> <li>• Commitment to continuous improvement and achieving quality</li> </ul>
<b>Gross Annual Benefit package</b>	12,000 – 15,000 EUR depending on experience.
<b>Deadline and application details</b>	Interested candidates should send their application (motivation letter, CV and contact details of 3 references) in English to job <a href="mailto:job_youthintegrityofficer@towardstransparency.vn">job_youthintegrityofficer@towardstransparency.vn</a> The closing date for applications is <b>7 June 2013</b>