



Center for Sustainable Rural Development
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JOB OPPORTUNITY

Community Development Officer

The Centre for Sustainable Rural Development (SRD), a Vietnamese non-government organization (VNGO), is committed to empower disadvantaged communities in rural and mountainous areas to adapt to changing environments, and to manage sustainably livelihood systems in an equal and compassionate society.

Founded in 2006, SRD has conducted nearly 50 projects with the main focus on sustainable agriculture, rural livelihoods, climate change, local governance and pro-poor policy advocacy. SRD is a founding member and the chair of major local networks including the VNGO&CC, VNGO-FLEGT and an active member of many other local/regional networks and policy forums.

With the cooperation of Winrock International (WI), the Netherlands Development Organization (SNV), the American Red Cross (ARC) and Vietnam Red Cross (VNRC), SRD is implementing the project "Vietnam Forests and Deltas (VFD)", funded by USAID. VFD is a technical support program for local communities and the Vietnamese Government to respond to long-term climate change challenges and opportunities.

Currently SRD is looking to appoint two suitably qualified Vietnamese candidates to fill the position of *Community Development Officers*, working on the Sustainable Landscape Component of the VFD project in Nghe An and Thanh Hoa. One Community Development Officer is required for each province.

Working under direct management of SRD's Climate Change Manager, and closely with staff from VFD's Sustainable Landscape Component, in particular the Provincial Landscape Manager, the Community Development Officers will be responsible for facilitating a program of activities implemented at the local level. The two appointees will be implementing the activities which focusing on communication and outreach, capacity building, forest related/upland agriculture livelihood models, and assist to carry out activities related to commune planning. Under the overall technical guidance and with the support from SRD's Line Manager and Specialists of VFD's Sustainable Landscape Component, the Community Development Officers will facilitate and coordinate local partners to ensure that activities are delivered based on high quality technical standards, and implemented in a timely and effective manner.

The Community Development Officers will liaise frequently with the Provincial Landscape Manager to ensure coordination of activities and harmonious implementation.

The successful applicants will be based in Nghe An and Thanh Hoa provinces. Extensive travel to sites within the province is expected, in addition to occasional trips to Hanoi and elsewhere in Vietnam.

While the initial contract is full-time for the duration of one year, a contract extension is possible and will be based on performance. The Vietnam Forests and Deltas program is expected to operate until September 2017.

Overall responsibilities:

1. Work under direct management of SRD's Climate Change Manager and coordination of the Provincial Landscape Manager to implement the provincially based program activities according to agreed project framework and budgets;
2. Provide technical expertise on grassroots engagement, and work with people at the commune level on livelihood models, commune planning, forest and agriculture development;
3. Provide technical inputs to local stakeholders in regards to upland agriculture, forest and livelihoods, climate change, rural development and community development to ensure the quality of all operations related to VFD implementation strategies in the areas;
4. Facilitate community based activities and support the work of local partners in project implementation, particularly to take an active role in capacity building through ToT and farmer training in pilot communities;
5. Work closely with partners and other relevant agencies to assist them in conducting sustainable agro-forestry, forest management, SALT techniques including assessments/studies, providing trainings, meetings, workshops, etc;
6. Conduct regular field visits to implement and monitor component activities and in collecting monitoring data in accordance with the component monitoring and evaluation plan;
7. Document methods, good practices, experiences and results from the communes and partners and provide inputs on project information and documentation (including human interest stories, photos, articles, etc.) to SRD's Communications Department and to the VFD program;
8. Submit quarterly, midterm and annual project work plans in consultation with Line Manager and VFD team, Reports on project activities as per planned project schedule (quarterly, midterm, annum and at project completion);
9. Perform other related work as required.

Qualification and competencies required:

- Bachelor's degree in agriculture, forestry economics, environment management, or relevant subjects, a Master's degree in a relevant subject would be a distinct advantage;
- At least two to five years' experience working in rural development, sustainable agriculture, forest and livelihoods, climate change, or community development work;
- Excellent communication skills in Vietnamese; English language skills would be a definite advantage;
- Experience and skills in building good working relationship with local partners;

- Experience working in remote communities and good cultural, cross-cultural knowledge and interpersonal skills;
- Good facilitation skills and experience in participatory approaches and community empowerment;
- Good reporting skills;
- Ability to work independently under minimal supervision as well as in a team;
- Good computer skills, especially using Microsoft Office Suite, including Excel, Word and PowerPoint;
- Experience in a similar position and previous experience of working for a non-government organization (I/LNGO) will be considered an advantage.

Remuneration:

Net income would be US\$700-1,000/month per month depending on appointee's qualifications and competencies.

Submission of Application:

Qualified candidates may submit their application, including a Cover Letter stating why he/she is suitable for this position together with CV, copies (notarization not required) of relevant degree in Vietnamese or English by 15th October, 2013 to:

Centre for Sustainable Rural Development (SRD) - No.56, Lane 19/9, Kim Dong Str., Hanoi.

Or:

Email to SRD's Human Resources Division via recruitment@srd.org.vn.

Only those candidates that are short-listed for an interview will be notified. Applications will not be returned.

For more information, please visit SRD's website at www.srd.org.vn.