



USAID REDUCING POLLUTION PROJECT

Hanoi, December 13, 2022

RECRUIT

Private Sector Engagement Officer

1. BACKGROUND

In support of Vietnam's efforts to address environmental pollution challenges, the five-year (2021-2026) USAID Reducing Pollution Project (hereinafter referred to as Project) fosters locally-driven initiatives and facilitates capacity for local actors/networks to address environmental pollution challenges using a collective impact approach. Collective impact addresses complex challenges by mobilizing diverse actors to collaborate, identify ways to solve a shared problem, and take action based on their roles and comparative advantages. The Project demonstrates clear connections between environmental benefits and other social benefits, including public health, employment, and sustainable economic growth.

Through this Project, USAID expects to attain the following results:

- Strengthened networks of local organizations, government, private sector, and academic institutions working together to prevent, mitigate, and/or reduce environmental pollution; and
- Increased capacity of stakeholders to generate, share, and use pollution data to support policy/implementation solutions for locally-determined environmental pollution challenges.

To address different pollution challenges, the Project is developing a series of collective impact initiatives. The core of each collective impact initiative is a 'backbone organization'. The backbone organization is a local NGO that mobilizes local stakeholders through a set of activities to address the specific environmental pollution challenge. The Project is responsible for providing technical advisory support and general capacity building to each backbone organization (BBO), as well as facilitating learning and networking across the different backbone organizations working on the diverse portfolio of collective impact initiatives (CIIs).

2. POSITION DESCRIPTION

Private sector collaboration will be a critical component of successful collective impact initiatives to address environmental pollution in Vietnam. The Private Sector Engagement (PSE) Officer will work closely with the Collective Impact Team to provide the technical support and networking to link with private sector stakeholders to build stronger collective impact initiatives (CIIs). She/he will be responsible to provide technical advice to BBOs on mobilizing and engaging private sector participation and investments as key partners in

CII to reduce pollution under the Reducing Pollution Project in Vietnam.

The PSE Officer will be based in Hanoi, with periodic travel to project's target sites as required for project activities.

3. RESPONSIBILITIES:

Take a leading role in implementing the Project's Private Sector Engagement (PSE) strategy

- Provide strategic direction on private sector engagement through application of the project's private sector engagement (PSE) strategy
- Identify opportunities to improve and update the PSE strategy (as appropriate)
- Be responsible to advise the project team on private sector engagement and mobilization (in terms of time, money, and human resources) from corporations and other business partners to support pollution reduction actions.
- Build and maintain a database and networks of private sector partners
- Develop and maintain deep knowledge and familiarity of the existing and prospective private sector partners and other relevant stakeholders
- Revise/update PSE guidelines as need

Help backbone organizations with private sector engagement and mobilization

- Provide PSE orientation and PSE guidelines introduction for backbone organizations
- Be responsible to support BBOs in strategies for mobilizing resources from and building effective relationship with private sector entities to ensure the sustainability of respective initiatives, including but not limited to identifying, developing and pursuing opportunities to leverage private sector 'know how', financial resources and business interests into the activities of the initiatives
- Support backbone organizations to develop and implement their PSE Action Plans
- Be responsible for organizing series of public activities such as collective impact conference cum exhibition; networking events and roundtable discussions with specific themes organized in collaboration with foreign chambers of commerce and local business associations to support backbone organizations to communicate their initiatives with the private communities

Support overall project implementation and reporting

- Work with Communications Officer to produce case studies and success stories of PSE within the Project activities.
- Contribute to quarterly reporting, annual reports and to the annual work planning process and final documents

Other

- Travel domestically to support project sub-grantees.

- Other support to the Collective Impact team and Project as required by the Chief of Party and the Collective Impact Director

4. REQUIRED QUALIFICATIONS AND EXPERIENCE

- Bachelor's degree in law, economics, business administration, international trade, or similar field. Master degree is an advantage.
- Minimum 7 years of experience working with domestic and international private sector and Vietnamese government on trade or customs related matters
- Ability to solve problems as well as exercise considerable analysis and judgement to identify solutions
- Strong communication, interpersonal, and leadership skills. Excellent oral and written communication skills
- Proficient in word processing, spreadsheets and office software such as Microsoft Word, Excel, PowerPoint, and Google Applications
- Fluency in English and Vietnamese
- An understanding of environmental sustainability is a plus.

5. SUPERVISOR

The PSE Officer reports to the Collective Impact Director.

6. HOW TO APPLY

Interested candidates with the right qualifications and motivation are invited to send letter of interest, a full CV in English to the following email address: vietnamjobs@winrock.org with subject line of **"Your full name – PSE Officer"** **no later than December 31st, 2022**

We would like to thank all applicants for their interest but only candidates who meet requisite criteria and are short listed will be contacted.