

## **JOB DESCRIPTION**

- Job Title:** Municipal Solid Waste Management (SWM) and Single Use Plastic (SUP) Reduction Team Lead
- Program:** Vietnam Action Against Plastic Pollution (VnAAPP) project funded by USAID
- Location:** Hanoi city, Vietnam
- Reports to:** Chief of Party (COP) or his/her authorized representative

Chemonics International Inc. is USAID’s implementing partner on Vietnam Action Against Plastic Pollution (VnAAPP) Project. The Project is an innovative and ambitious program designed to reduce ocean plastic pollution at its source in Vietnam through strategic approaches such as convening stakeholders’ power, promoting creation and implementation of data-driven policies, enhancing knowledge and sharing learning, promoting appropriately scaled technology and solutions, and providing technical expertise and building capacity of local governments to manage waste at its source to prevent plastic pollution in our oceans.

### **PROJECT OBJECTIVES**

The three main objectives of the Activity are: (i) supporting the development and implementation of sub-national level Integrated Solid Waste Management Plans (ISWM), (ii) supporting scalable, demonstrated Single-Use Plastic Products (SUP) reduction measures, and (iii) supporting multi-stakeholder actions for Extended Producer Responsibility (EPR).

The Ministry of Natural Resources and Environment (MONRE) has formally approved the Project Document for the Vietnam Action Against Plastic Pollution (VnAAPP) Activity through Decision No. 2910/QD-BTNMT, which was issued on September 11, 2024, marking a significant step in the nation’s efforts and commitment to addressing plastic pollution.

### **POSITION DESCRIPTION**

VnAAPP seeks to hire a full-time senior technical team lead. The SWM and SUP Team Lead will provide overall leadership and technical direction with respect to initiatives designed in support of the implementation and achievement of Objective 1 “Subnational-Level ISWM Models Developed and Implemented” and Objective 2 “supporting scalable, demonstrated Single-Use Plastic Products (SUP) reduction measures” of the Project which focus on integrated solid waste management and plastic pollution management including increased recycling and reuse, as well as improved other treatment and reuse practices of recyclables, organic waste, and other suitable waste, both in urban and rural areas sustained by improved cost-recovery and value chain mechanisms. The SWM/SUP Team Lead is also expected to contribute other strategic activities to enhance the partnership with the Project’s local partners and to support of the successful delivery of the Project in Vietnam.

The position is an exciting opportunity to help Vietnam to meet its ambitious environment goals, especially those related to the reduction of the amount of plastic ending up in our seas.

The project will be working closely with MONRE as well, multiple local actors in selected provinces, working closely with all local actors required to help advance circular economies and locally driven solutions, in inclusive and sustainable ways.

## **KEY TASKS/RESPONSIBILITIES**

- Leading and coordinating the preparation, design, implementation, quality assurance, monitoring, reporting and knowledge sharing (both technical and financial management aspects) of activities under Objective 1 and Objective 2 or associated with Objective 1 and Objective 2 (as subawards, grants, SBC activities...) as foreseen in the Project Management Plan, annual workplans and in line with the project's Theory of Change.
- Ensuring the implementation of Objective 1 and Objective 2 meets USAID, local partners and Home Office's expectations and requirements with respect to strategy, quality, and delivery timelines.
- Oversighting the M&E framework, risk assessment & management, and cross-cutting theme mainstreaming of Objective 1 and Objective 2 activities and ensure the impact assessments and learning/ knowledge sharing activities are being incorporated.
- Collaborating with the project's Financial and Operational team for financial planning and management up to the standards of USAID and Chemonics.
- Fulfilling the formal and informal reporting requirements relating to Objective 1 and Objective 2 in collaboration with other project teams.
- Leading the development of strategic partnership and networks with local partners in this context especially with the government counterparts, consortium partners and other relevant stakeholders.
- Leading and coordinating the planning, contracting and management of short-term consultants as well as technical data coordination as foreseen in annual workplans.
- Ensuring the implementation of the activities in charge adheres to policies and requirements of the donor and government, e.g. regulation on anti-fraud and corruption, security and safeguarding, the Decree on ODA management... and that these policies are embedded across the project activities.
- Representing the project at public events when assigned in line with the management messaging or branding guidelines.
- Leading or contributing to other strategic activities in support of the successful delivery of the Project in Vietnam as agreed with the Project leadership (COP/DCOP).

## **QUALIFICATIONS**

### ***Minimum Academic and Professional Qualifications***

- Master's degree in civil or environmental engineering, science, or related fields

### ***Minimum Work Experience***

- Minimum 08 years of relevant professional experience in implementing projects and plans related to Environmental science and/or waste management.
- Expertise in and experience with SWM, SUP reduction, and plastic recycling technologies.
- Strong networks with national and local government counterparts, municipal waste treatment/recycling service providers and local partners.

- Ideally, knowledge and experience with the informal SWM/recycling sector and relevant actors, including the private sector (producers, recyclers...) in Vietnam.
- Minimum 08 years of management or coordination experience in environmental protection projects or activities.
- Management of international donor funded projects or USAID funded projects is an advance.

### ***Skills and Competencies***

- Strong management and communication skills, particularly when communicating with national and local government counterparts.
- Very strong Vietnamese and English writing skills.
- Understanding of safety and environmental health issues and standards applied in SWM work.
- Demonstrated ability to work productively within a team.
- Computer skills including strong knowledge of Microsoft Excel, Word and Office applications.
- Fluency in Vietnamese and English.

### **APPLICATION PROCESS**

- The closing date for applications is **January 15, 2025**.
- Apply here:
  - To apply, please combine your CV and a one-page cover letter (briefly outlining your qualifications and motivation for applying) into a single PDF file and submit it via the email address: **Vnaapp-recruitment@chemonics.com**.
  - Selection will be performed on a rolling basis and interested candidates are encouraged to apply as soon as possible.
  - Only shortlisted candidates will be contacted to participate in the written entrance test. Interviews will be scheduled exclusively for those who successfully pass the written entrance test.
  - Please refrain from making phone calls or visiting in person.
- Chemonics is an equal opportunity/Affirmative Action employer and does not discriminate in its selection and employment practices. All qualified applicants will be considered for employment without regard to race, color, religion, sex, national origin, political affiliation, sexual orientation, gender identity, marital status, disability, protected veteran status, genetic information, age, or other legally protected characteristics. Military veterans, AmeriCorps, Peace Corps, and other national service alumni are encouraged to apply.