



## Senior Program Officer and Program Officer

The Asia Foundation is recruiting for two Hanoi-based positions:

- i) **Senior Program Officer**, Social Development and;
- ii) **Program Officer**, Governance.

The ideal candidates will be Vietnamese nationals with a post graduate degree in sociology, public policy, economics, or relevant work experience. The candidates should possess a thorough understanding of legal, social, and economic development issues in Vietnam and the Asia-Pacific region, as well as extensive experience implementing and managing development programs. Both positions require:

- Experience in program design and implementation, financial and grants management, and monitoring and evaluation;
- Experience in working with Vietnamese partner organizations and government agencies to implement and manage international donor-funded development projects;
- Strong analytical and problem solving skills;
- Strong verbal and written communication skills in both English and Vietnamese;
- Ability and willingness to master new areas, to take the initiative and to work collaboratively.

The **Senior Program Officer, Social Development** will be responsible for developing and implementing Foundation programs, particularly in the areas of migrant worker support, community development, civil society and women's empowerment. Additionally:

- Minimum of 7 years relevant work experience;
- Expertise on migrant worker rights, labor rights, community development, civil society development, women's empowerment and gender issues;
- Experience developing program strategy and innovative program outreach, including through media.

The **Program Officer, Governance** will be responsible for developing and implementing Foundation programs, particularly in the areas of environmental governance, public policy and economic development. Additionally:

- Minimum of 5 years relevant work experience;
- Expertise on environmental governance, natural resource management, public policy, economic development, and civil society development issues.

Interested candidates should send a cover letter outlining their interest in the position along with a CV to Ms Nguyen Van Nga at [tafvn@asiafound.org](mailto:tafvn@asiafound.org) or via fax at (4) 3943-3257. Please mark clearly on your cover letter and in the subject line of your email

whether you are applying for the Social Development or Governance position. Further details of our programs are available at:

<http://www.asiafoundation.org/country/overview/vietnam>

Deadline for submission: Sunday, May 12 2013