

Policy and Legislative Program Officer

About ENV

Education for Nature-Vietnam (ENV) was established in 2000 as Vietnam's first non-governmental organization focused on conservation of nature and the environment. Our mission is to foster greater understanding amongst the Vietnamese public about environmental issues of local, national and global significance, ranging from protection of wildlife and natural ecosystems to climate change. We employ creative and innovative strategies to influence attitudes and behavior, not only highlighting the need to protect Vietnam's rich natural heritage and the living world around us, but also encouraging greater public participation in achieving this important and challenging task.

For more details about what we do, visit our website:

English language: www.envietnam.org

Vietnamese language: www.thiennhien.org

Positions available

ENV is looking for a creative and hardworking individual for the Policy Officer position. The policy officer will be working closely with relevant governmental agencies and decision makers to strengthen wildlife protection laws in Vietnam.

Main duty station: Hanoi-based with possibility for travelling from time to time

Main responsibilities

- Build up relationship with relevant governmental agencies in order to assist ENV's work in strengthening wildlife protection laws and policies
- Produce advocate statements, correspondences and provide inputs to wildlife protection laws and policies
- Work closely with journalists and decision makers to address serious wildlife crime
- Others as required by management board.

Requirements

- Vietnamese
- College degree with major in LAW
- Strong verbal and writing skills in both Vietnamese and English language
- Excellent communication and presentation skills
- Mature, confident, outgoing and ability to work closely with others.
- Experience working with authorities at all levels is advantage
- Understanding the basic mechanics of governments operation and processing of legislation, administration and judgment are advantage.
- Computer literate (Excel, Word, PowerPoint);
- Experience or ability to lead and show initiative.

HOW TO APPLY?

Interested candidates are invited to send your application in ENV application template before Nov 16, 2015 by email or correspondence.

Education for Nature - Vietnam (ENV)

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Phone: (04) 6281 5424

Email: nhanhien.env@gmail.com and habui.env@gmail.com

Note:

- Only short-listed candidates will be notified for written test & interview
- Your applications will be treated on “First come, first serve” basic.