

Programme Officer – Value Chain Development



CAREER OPPORTUNITY:

Oxfam is a world-wide development organisation that mobilizes the strength and voice of people against poverty, inequality and injustice. Oxfam's vision is a just world without poverty: a world in which people can influence decisions that affect their lives, enjoy their rights, and assume their responsibilities as full citizens of a world in which all human beings are valued and treated equally. We are a confederation of 20 Oxfam organisations working together in more than 90 countries. Oxfam works with partner organisations and alongside vulnerable women and men to end injustices.

Oxfam in Vietnam is working to seek transformative changes in policies, practices and beliefs in ways that will fundamentally improve the lives of poor and marginalised women and men, and ensure that all citizens have the same opportunity to enjoy their rights.

We are looking for an experienced and dynamic national candidate to fill the following position:

PROGRAMME OFFICER – Value Chain Development

Reference number: POVCD171102

The post is a fulltime, fixed-term, 2-year contract with possible extension, based in Hanoi with frequent domestic travel in Vietnam.

Role: To ensure effective delivery of the agriculture/aquaculture Value Chain Development projects through provision of high quality overall management of project cycle from designing, planning, implementation, monitoring & evaluation, to documentation of project results and learning.

Report to: Program Manager

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

- Contribute to the annual planning and budgeting of assigned projects
- Support partners in program/project development and implementation through technical advice on sustainable and inclusive value chain developments-related issues, develop and maintain relationship with partners, local authorities and other relevant value chain actors in the project areas.
- Contribute to build capacities of partners, SMEs and farmer groups on related areas such as inclusive business, sustainable production and marketing, research and advocacy, etc.
- Work closely with partners, SMEs and farmer groups to assess training needs, develop training curriculum in line with Oxfam and other tested training materials, facilitate training sessions and follow up with impact of the training.
- Contribute to writing programme/project learning documents, case studies, blogs, video clips and take part in policy advocacy for good practices, lessons, processes of the programme.

- Implement and review Monitoring, Evaluation, Accountability and Learning (MEAL) framework of the assigned projects, and contribute to baseline surveys, progress monitoring events, producing project reports in time as per scheduled.
- Monitor project spending, review financial reports prepared by project partners
- Actively network with relevant working groups, value chain actors, government agencies to develop and implement joint initiatives and advocacy events at local or/and national level(s).
- Act as Oxfam's representative at provincial or/and national(s) level as required;
- Ensure the linkages and coherence of the assigned projects to the broader Oxfam in Vietnam's value chain development and private sector engagement strategy
- Contribute to create synergy with other components or projects of Oxfam in Vietnam, such as CSR standards, women economic empowerment, SME development, etc
- Ensure implementation of Oxfam's and donor's (where relevant) operational policies, procedures and guidelines in all aspects of Oxfam's work.
- Work in close collaboration with other Oxfam teams, contribute to the development and implementation of Oxfam strategy and programmes in Vietnam.

TECHNICAL SKILLS, EXPERIENCE & KNOWLEDGE

- University degree/post graduate, preferably Agri-business, Economics, Business Administration or equivalent
- Substantial knowledge about sustainable agriculture value chain development and familiarity with innovative approaches to address the related problems.
- Substantial working experience with development programmes/projects and private sector in Vietnam.
- Practical knowledge and experience of projects design, report writing, developing training and IEC materials, advocacy and inter-agency networking and coordination
- Sound experience in resource management, e.g. finance, assets.
- Sound experience in managing and monitoring value chain development projects, including partnership management.
- Good analytical thinking skills and abilities to influence others.
- Good social and intercultural skills.
- Good written and spoken English and Vietnamese.
- Good computer skills (writing and spreadsheet programmes).
- Willingness to travel to remote areas of Vietnam.

Gross Annual Salary Range: VND 343,685,322 – VND 549,896,515

The closing date for application: 8 December 2017

How to Apply: Interested candidates can send your application including motivation letter and curriculum vitae and mentioning reference number POVCD171102 to HR.Vietnam@oxfam.org.

We regret that only short-listed applicants will be contacted.

Oxfam is an equal opportunity employer