

WVV AP Development Facilitator in Yen Binh, Yen Bai

Location: [Asia & Pacific] [Vietnam]

Town/City: Vietnam

Category: Field Operations

Job Type: Fixed term, Full-time

WORK CONTEXT / BACKGROUND:

World Vision is a Christian relief and development organization working to create lasting change in the lives of children, families and communities living in poverty. World Vision serves all people regardless of religion, race, ethnicity or gender. As a child-focused organization, World Vision's (WV) work focuses on children, ensuring they are protected and their basic needs are met. WV has a total income of around US\$ 18,000,000 (FY18) with funding from 16 support countries in Europe, Asia, the Americas and Australia. Funding of WV consists of sponsorship program funding (70%) and Private Non Sponsorship (PNS)/Grants (30%). World Vision International-Vietnam employs about 420 staff, of which 99% are Vietnamese nationals.

In 2018, World Vision Vietnam is implementing 37 Area Programs (APs) which operate in 5 zones: North 1 (Hoa Binh, Dien Bien), North 2 (Yen Bai, Tuyen Quang), North 3 (Hung Yen, Thanh Hoa, Hai Phong), Central (Quang Tri, Quang Nam, Danang) and South (Quang Ngai, Binh Thuan, Ho Chi Minh, DakNong). WV's APs focus within one administrative district of a province which usually populated by ethnic minority people with very high rates of poverty. A uniqueness of WV's AP approach and structure is that team members are based at district level where the AP is located, which enables them to work closely with government partners and communities on a daily basis. Beside the APs, WV is also implementing different Special and Grant Projects to meet the specific needs of vulnerable children in both AP and non-AP areas.

WVV's Area Programs (AP) focus within one administrative district of a province which usually populated by ethnic minority people with very high rates of poverty. APs are mainly funded by sponsorship funds, and are a phased approach to development, involving clear and consistent assessment, design, implementation, reporting, monitoring and evaluation and reflection phases. Each AP is tailored to the needs of a specific community in alignment with WVV's strategic priorities. WVV works closely with district and commune local authorities and local partners to implement program activities. A uniqueness of WVV's AP approach and structure is that team members are based at district level where the AP is located, which enables them to work closely with government partners and communities on a daily basis.

Under each AP, there will be 6-8 staff, including one AP manager, one Sponsorship Facilitator, one Finance Officer/Bookkeeper, one AP Coordinator and 2-4 Development Facilitators (DFs) who are in charge of the management of all projects (assessment & planning, implementation, monitoring, evaluation and transition), and community engagement for the assigned communes/wards in their AP. For each zone (6-8 APs), there are 4 Zonal technical staff, including three Technical Program Officers (Nutrition, Child Protection, Livelihoods) and one Zonal Program Effectiveness Officer. DFs will be coached by the AP manager programmatically and the Zonal staff technically. One of the strengths of this structure is to allow better integration of the program toward Child Well Being Outcomes.

PURPOSE OF POSITION:

- To serve as a catalyst, partnership broker, and builder of the capacity of local partners, facilitating the development process toward the improved and sustained well-being of children within their families and community, especially the most vulnerable children.
- To manage the technical projects in assigned communes.

KEY RESPONSIBILITIES:

ROLE DIMENSIONS

1. Community Engagement and Sponsorship

Planning:

Facilitate partnering/ networking with and connections among different local stakeholders (formal and informal community groups, businesses, NGOs and local government agencies, etc.) to mobilize resources for the well-being of children.

Raise awareness of local partners and community in assigned commune on WV's Christian identity and values, child focused and community based development approach

Facilitate capacity building for communities and local partners in AP planning and annual community review and planning

Facilitate AP planning activities at the assigned communes

Facilitate annual community review and planning at the assigned communes

Support communities and partners to develop and implement the community-based disaster preparedness plans

Monitoring:

Facilitate capacity building for communities and local partners in the assigned communes in shared monitoring

Facilitate shared monitoring activities and reports

Facilitate reflection meetings with participation of communities

Facilitate annual program effectiveness/ PAF self-review and community based groups

self-review

Child participation and protection:

Strengthen child clubs and children led community initiatives

Promote the use of child friendly tools such as photo voice, body map, river of life to increase child participation and voice in the community

Strengthen child protection committees in the assigned communes

MVC inclusion:

Facilitate capacity building for communities and local partners in MVC mapping

Facilitate the process of MVC mapping and updates

Utilize MVC mapping results for program planning and support – to make sure MVC are included and best benefiting from technical project interventions/ models

Document best practices, lesson learnt and MSC (Most Significant Change) stories of MVC and their families

Micro projects:

Strengthen community based groups in the assigned communes and build capacity for them in micro projects planning

Identify and engage communities and partners in micro projects

Facilitate the community based groups in development and implementation of micro projects

Facilitate community based groups in monitoring and reporting of micro projects.

Sponsorship integration:

Include RC in project activities and monitor participation and benefits of RC and their families

Coordinate the child registration and well-being monitoring of children, including RC in assigned communes, as per sponsorship standards through the SR volunteer network

2. Program Management in assigned communes

Implementation of Technical Models

Work closely with TPOs to introduce and build capacity for local partners on technical project models, guidelines, tools

Facilitate the implementation of technical models in alignment with the standard guidelines (cost norms) and tools

Work closely with TPO and technical local partners to facilitate the supportive supervision process in assigned communes to ensure technical quality of the project models

Mainstream CCT (CPPa, gender, disability, DRR, Faith and Development) in all project activities whenever appropriate

Document best practices and advocate for the replication of technical project models to larger scale

Monitor and report (ITT and narrative) on the progress of Technical Projects (monthly, semi-annually, annually)

Facilitate communities and partners to participate in the baseline survey and evaluation in assigned communes

Financial Management

Manage resources with integrity and stewardship, in compliance with WVV's financial policies and procedures.

Coordinate procurement and strategic sourcing in assigned communes

Knowledge, Skills, Abilities:

(The following knowledge, skills, and abilities may be acquired through a combination of formal schooling, self-education, prior experience, or on-the-job training.)

Education

- Bachelor degree, preferably in education, public health, community development, social work.

Knowledge & Skills

- Conceptual understanding of and commitment to development work, especially Christian, child-focused, community-based development concepts, approaches and processes.

- Basic knowledge and understanding of key aspects of development work; including child protection, nutrition /health, livelihoods, resilience, advocacy, cross-cutting themes (e.g. gender, environment, disability, child participation).

- Demonstrated capacity in project management, with conceptual understanding and required competency in DME functions (e.g. Facilitate monitoring processes with partners and community, analyze and interpret monitoring data).

- Skills in facilitation of development processes, including organisation, mobilisation and influence of partners (especially at commune level) and partnering among different development partners.
- Strong interpersonal skills and well-developed written and oral communications skills in Vietnamese.
- Ability to think critically and reflect.
- Ability to lead own learning and development
- Fair English skill.
- Solid computer skills in Word, Excel, PowerPoint and email.

Experience

- At least 2 years of work experience in community development.
- Experience in program implementation, community mobilization and participatory approach
- Experience in working with local stakeholders/partners.
- Experience of working with children and ethnic minorities.

World Vision Vietnam is a Christian non-government organization. Applicants having working experience in a similar kind of organization will be an advantage.

Our contact details are: ***People and Culture Department -World Vision International – Vietnam Address: 9th floor, the Mercury building, 444 Hoang Hoa Tham, Hanoi, Tel: 024. 39439920 (ext.142)***

We give equal opportunity to every candidate, regardless of religion, race and gender.

A competitive salary, benefits and career development opportunity will be offered and commensurate with the experience, qualifications and responsibilities.