



The **SERVICE FRATERNEL D'ENTRAIDE** Vacancy

A professional in health, agronomy, water or development to coordinate a project in community development

France
3, route de Grand-
Charmont
FR-25200 Montbéliard
Tél. : +33-(0)781.64.16.49
Fax.: +33-(0)381.95.56.30
E-mail: france@sfe-laos.org

Internet
<http://www.sfe-laos.org>

Based at the project location in the South of Laos, you will contribute with your expertise to strengthen the capacities of the villagers in farming, irrigation, hygiene, primary healthcare and/or nutrition.

In association with the local staff and at least one other expatriate, you will participate in a rural integrated project. You will contribute to assess and develop the capacities of the local partners (committee of the village, local authorities, recipient families) in order to help them become more independent. You will invest in the people (employees from the project and the partners) with in-service training, the transmission of skills and adapted technologies. You will coordinate the implementation and follow-up of the project and help to cultivate donor relations.

1. Introduction of SFE – Service Fraternel d’Entraide:

SFE is an NGO working in the South of Laos since 1998. Leading currently four projects involving more than 50 local collaborators and 16 foreign experts, SFE tries to implement projects closest to the field in order to meet the real needs of the people and the communities who are considered as partners of the development rather than beneficiaries. In collaboration with the local authorities, SFE is involved in support to the medical structures and integrated rural development.

2. Job status and starting date:

First contract of 3 years at least;
Full-time;
Volunteer status. We ask the volunteer to be involved in looking for his/her financial support;
Expected start date: mid-2018.

2. Location:

South of Laos.

3. Framework defined by:

The agreements between the SFE and its donors;
A Memorandum of Understanding signed between SFE and the Lao government for the Community Development Project;
All the official documents of SFE including in particular the internal regulation and the vision.

4. Main activities: he/she is expected

General project management:

- - to train the employees of the project and coordinate – in association with the Lao project manager – the planning and follow-up of the activities. To work with the families and communities of the recipients to encourage the appropriation of new tools and concepts in one or several of the following fields :
 - water/sanitation (support for construction of latrines, access to drinking water in the target villages, and the promotion of basic hygiene practices, such as the washing of hands),
 - farming (implementation of kitchen gardens, breeding of fish, crickets, frogs, etc., promotion of adapted techniques for the growing of rice),
 - health and hygiene (training of the villagers and the volunteers in primary healthcare with a focus on mother and child care),
 - empowering the communities (training of the village development committees, the model families, ensure sustainability and the independence of the villagers),
- - to participate in the monitoring and evaluation and follow-up of the project.

Staff management:

To assist the Lao staff in the management and supervision, coaching and appropriate training of the staff recruited locally.

5. Administration/Communication/Coordination:

- to facilitate collaboration with the local authorities at province and the district level
- to support the Lao project manager in administrative work, financial and operational management
- to maintain good relations with the financial partners of the project, especially by producing annual and financial reports on time
- to participate in the planning and design of future projects in the country.

6. Supervision:

Executive director in Laos.

7. Skills, education, and experience required:

Skills:

- Willingness to serve the poorest in a remote province of Laos, for a duration of three years at least;
- Good capacity to create relations and interact;
- Capacity to work in a team and to lead working groups;
- Capacity to share knowledge in a simple and educational way;
- Inquisitive and open mind to look for innovative solutions in a context where few actions are led to restore some dignity amidst the most vulnerable;
- Capacity to write reports and to follow a budget.

Experiences:

- At least 3 years of working experience;
- A cross-cultural experience of teamwork or working abroad is an advantage;
- Knowledge of the world of « development » is a plus, but initial training in the beginning of employment is possible;
- A strong foundation in faith.

Education:

- Training in health, agronomy, water or development;
- Good knowledge of written and spoken English;
- A training in development is an advantage but not required.

8. Application process

For more information on this and other positions, please contact: france@sfe-laos.org