

JOB INFORMATION

Job Title	Project Technical Specialist – Transformational Impact - THRIVE 2030 project	Line Manager Title	Special Project Manager – THRIVE 2030
Grade level	14	Department/Office	Operations
		Work Location	Hanoi or Negotiable

CONTEXT

World Vision is a Christian relief, development and advocacy organization working to improve the quality of life of people, especially children who are marginalized and living in poverty. World Vision helps all who are in need, regardless of their religion, race, ethnicity or gender. As a child-focused organization, WVI Vietnam’s work focuses on children, ensuring they are protected and their basic needs are met. World Vision International in Vietnam (WVIV) has been funded by 13 support countries in Europe, Asia, the Americas, and Australia. Funding of WVI Vietnam consists of sponsorship program funding (70%) and Private Non-Sponsorship (PNS)/grants (30%). WVI Vietnam employs about 400 staff, of which 99% are Vietnamese nationals.

WVIV is operating in 25 Area Programs (AP) in 4 zones: North 1 (Dien Bien, Ha Noi, Hai Phong), North 2 (Thanh Hoa, Hung Yen, Quang Ninh), Central (Quang Nam, Quang Tri, and Da Nang), and South (Quang Ngai, Ho Chi Minh, DakNong). WVIV’s AP usually focuses on one administrative district of a province which populated by ethnic minority people with high rates of poverty. A uniqueness of WVI Vietnam’s Development Program Approach (DPA) is that AP team members are based at the district level where the AP is located, which enables them to work closely with government partners and communities on a daily basis. Besides the APs, WVIV is also implementing different Special and Grant Projects to meet the specific needs of vulnerable children in both AP and non-AP areas.

Under the support of World Vision United States (WVUS), WVIV will implement THRIVE 2030 - Building Secure Livelihoods (BSL) Project in 25 existing and 6 potential APs, with the project goal: “Households and communities build improved, resilient, and sustainable livelihoods for child well-being” and four main outcomes; (1) Positive behaviour change and household transformation to an Community Development Based on Internal Resources (CDBIR); (2) Improved access to financial services for Savings for Transformation (S4T) Groups; (3) Profitable and sustainable enterprises established for household income security through Local Value Chain Development (LVCD); and (4) Improved delivery and quality of interventions to maximize impact for households. The project aims to improve economic empowerment and the accessibility of financial services for the most vulnerable households in target communities. The THRIVE 2030 will be implemented under the umbrella of WVIV’s Livelihoods Technical Program and Micro Finance Unit’s operation. The project duration will be divided two phases: The first phase is from 2024 to 2027 and the second phase is from 2028 to 2030.

JOB PURPOSE

The purpose of this position is to coordinate and provide technical support for the successful integration and implementation of Community Development Based Internal Resources (CDBIR) module within the THRIVE 2030 PNS and other target areas in line with World Vision Viet Nam programming to ensure improved wellbeing outcomes of children in Viet Nam as guided by National Office Strategy and applicable policies guidelines.

MAJOR RESPONSIBILITIES

% of time	Activity	End Results
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60%	<p>Project implementation:</p> <ul style="list-style-type: none"> • Sufficient understanding of the CDBIR approach to be able to lead the learning and adaptation of CDBIR in the project. • Coordinate assessment of target communities needs views to establish development of customized training curricula and manuals in community development view. • Train and coach the CDBIR model in the THRIVE 2030 strategy and deliverables to APs and relevant communities. • Oversee and support the APs to mobilize target project participants within and outside world vision operation areas and organize for training as guided by the project design. • Conduct the CDBIR training to the project participants, community agents' leaders, including Trainer of Trainers and Trainer of Facilitators if needed. • Conduct extensive field visits and offer technical and strategic support to staffs in THRIVE implementing at APs within cooperation with Livelihood TPOs. • Maintain regular communication with THRIVE 2030 Regional Integration Managers, World Vision US team and Project manager as needed 	<ul style="list-style-type: none"> • APs implementing THRIVE well supported to deliver on the project expectations in a timely and quality manner. • Carefully selected list of CDBIR Direct participants in line with THTRIVE specifications. • Trained CDBIR local champions supporting THRIVE 2030 project beneficiaries. • Integration of CDBIR in THRIVE target of APs. • Evidence of CDBIR integrated in AP reports. • Compliance with CDBIR aspects of THRIVE 2030 in AP reports. • Training reports on CDBIR in line with THRIVE 2030 project.
20%	<p>Partner Engagement and Rollout CDBIR</p> <ul style="list-style-type: none"> • Provide technical support to the THRIVE implementing ADPs on how to run the curriculum on family values and positive parenting. • Guide the integration and implementation of CDBIR in project's activities for greater impact measurement processes as appropriate. • Organize for and support successful donor visits within the area programs. • Ensure effective integration with other THRIVE components and partners. 	<ul style="list-style-type: none"> • Growing commitment for self-improvement among local THRIVE partners and community members • Data base of motivated local THRIVE project partners supporting its implementation at the AP level. • Stronger relevant stakeholder's members supporting APs at works and APs activities.

15%	<p>Monitoring, reporting and evaluation</p> <ul style="list-style-type: none"> Track, keep record, and share the number of participants reached by the project implementation in every quarter. Support in the development of project's reports and the documentation of the project's most significant change stories. Support in CDBIR adaptation processes, project assessments, planning, implementation, monitoring & evaluation, documentation and dissemination of promising practices Support outcome #1 on Positive behaviour change and household transformation to more active and confident in making their own change in gathering THRIVE and related data for reporting on Semi-Annual, Annual Reports and annual TP Report). Support regular learning forum to profile, communicate and ensure adoption of promising practices. Support quality reviews of program reports and core documents as per WVI guidelines and donor standards. 	<ul style="list-style-type: none"> Timely, complete, and quality CDBIR component of the reports in line with project and AP timelines. Stories of most significant change developed and shared with donors for documentation and wider sharing. Project evaluation and surveys supported and evidenced by CDBIR models results. Documented stories and change evidencing from CDBIR model in THRIVE reports and APs overall plans. Shared CDBIR stories of change in forums for learning and improvement as necessary. Donor queries on CDBIR addressed timely and comprehensively
5%	<p>Others</p> <ul style="list-style-type: none"> Participate in any other concept and proposal writing relating to CDBIR as delegated by direct manager. Perform any other duties that may be assigned by Direct Supervisor. 	<ul style="list-style-type: none"> CDBIR integrated in new grants as applicable in line with WVI strategy Contribution to Regional and global learning and innovations on Development programming.

KNOWLEDGE/QUALIFICATIONS FOR THE ROLE

Required Professional Experience	<ul style="list-style-type: none"> At least 5 years' experience 2 of which must be in leveraging community strengthens, Proven ability to conceptualize, innovate, plan and manage programs as well as transfer knowledge and skills. Experience working with community, NGO contexts, especially in difficulty areas. Must have proven analytical, problem-solving skills and ability to work with minimum supervision. Proven ability to cultivate long term partnerships with local communities and transnormal community. Experience in grants management and managing databases in an NGO setting Experience in capacity building for local stakeholders/partners.
Required Education,	<ul style="list-style-type: none"> Bachelor's Degree in either Social Sciences, Development from a recognized institution or related field

training, license, registration, and certification	<ul style="list-style-type: none"> • Postgraduate education/studies in Development, project management will be an added advantage
Preferred Knowledge and Qualifications	<ul style="list-style-type: none"> • Demonstrated ability to work effectively and listen deeply to people from high-poverty contexts. • Demonstrated ability to work sensitively and effectively with people from different backgrounds and cultural contexts and nationalities, and also with people who is working with leveraging community strengths. • Excellent training and coaching skills and ability to develop own training methods and materials. • Strong interpersonal, diplomatic and negotiating skills, ability to influence and exercise discretion. • Be committed to work with the poor and have customer service-oriented mindset; • Carefulness, proactiveness, hardworking and detail oriented • Willingness to support, articulate and demonstrate World Vision's core values in meaningful ways to children and communities, colleagues, partners, parents and communities • Self-motivated, innovative, and able to work under pressure • Excellent communication, networking and interpersonal skills • Ability to speak English fluently
Travel and/or Work Environment Requirement	<ul style="list-style-type: none"> • Work in a team environment with great diversity • Regular field visits are expected • On call: As required

Physical Requirements	Satisfactory pre-employment medical report verified by medical doctors from licensed hospitals	Language Requirements	Vietnamese: Fluent English: Intermediate
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KEY WORKING RELATIONSHIPS

Contact (within WV or outside WV)	Reason for contact	Frequency of contact
THRIVE Project Manager	Overall guideline and approval Day to day implementation of activities	Daily
Partnering and Transformational Development Manager	Technical guidance and Support and escalate issues that necessitate national-level support	Weekly

Regional Integration Managers	Matrix manager - Consultation, joint work planning, and monitoring, reporting	Continuous
Livelihood Technical Team (Technical Manager, Technical Specialist, Technical Program Officers)	To get technical support	Weekly
Project Team Members	Technical guidance and Support Experience sharing/ learning/ support	Daily
Area Programs Managers	Consultation, operational guidance, approvals, planning	Weekly
Partners	Training & update on M&E and project implementation	Quarterly

DECISION MAKING

Within WVI Vietnam policies and guidelines

CORE COMPETENCIES – For all positions, select the top 3 prioritized competencies from below. Click [here](#) for a quick overview of our Core Competencies.

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| <input type="checkbox"/> Be Safe and Resilient | <input checked="" type="checkbox"/> Build Relationships | <input checked="" type="checkbox"/> Learn and Develop | <input checked="" type="checkbox"/> Partner and Collaborate |
| <input checked="" type="checkbox"/> Deliver Results | <input type="checkbox"/> Be Accountable | <input type="checkbox"/> Improve and Innovate | <input checked="" type="checkbox"/> Embrace Change |

For Management positions only, select the top 2 prioritized competencies from below.

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| <input type="checkbox"/> Model Self-Management | <input type="checkbox"/> Engage, Influence, Lead and Grow Others | <input type="checkbox"/> Run an Effective and Agile Organisation | <input type="checkbox"/> Develop the Organisation for the Future |
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