



WE ARE HIRING!

Position Title: **Chief of Party, Vietnam Strengthening Provincial Capacity Project**

Reports to: Dean of Fulbright School of Public Policy and Management (FSPPM) and Dean of The Indiana University's School of Public and Environmental Affairs (SPEA)

Deadline: Open until filled

Date Posted: December 21, 2018

Employment Type: Full-time

Contract duration: 5 years

Start Date: Contingent upon award, anticipated Spring 2019

Location: Hanoi, Vietnam

Number of recruits: 1 (one)

The Fulbright School of Public Policy and Management, established in 1994, has been a pioneer in developing world-class public policy education in Vietnam. The Fulbright School's success lies in our ability to seamlessly integrate advanced theories and state-of-the-art global knowledge with our deep understanding of Vietnam's particular conditions. More information is available at <http://www.fsppm.fuv.edu.vn/en/>.

The Indiana University's School of Public and Environmental Affairs (SPEA) is the top ranked school of public affairs in the United States. It houses Vietnam Initiative, which is the largest public policy hub for Vietnam overseas, training hundreds of senior government officials during the past few years. For more information, please visit: <http://www.spea.iu.edu>.

Fulbright joins forces with Indiana University (IU) on the Vietnam Strengthening Provincial Capacity Project and we are seeking a Chief of Party (COP) for this project.

Scope of Work

The COP is expected to work for an upcoming five-year USAID-funded project about Strengthening Provincial Capacity for Vietnamese Government. The project is designed to strengthen the capacity of governmental bureaucrats and officers at provincial and local levels, as well as to build the sustainability of Vietnamese local institutions' provincial capacity in order to improve their ability to achieve development goals.



Responsibilities

The Chief of Party's duties and responsibilities include:

- Lead and manage the program, including overseeing program delivery, ensuring quality and timelines of deliverables, and developing strategic vision for program.
- Establish strategic partnership with USAID/Vietnam, the Government of Vietnam, and relevant partners and stakeholders.
- Provide the capacity building for the Vietnam-based team including coaching and mentoring.
- Oversee the design and implementation of effective programs to build the capacity of Vietnamese institutions to design and deliver trainings for provincial and local officials, including conducting training needs assessments, providing capacity building interventions, and administering technical training of high-level professionals.
- Ensure financial, procurement and legal compliance with all related U.S. Governmental policies and Vietnamese law. Oversee in-country finances, budgeting and procurement.

Additional information

- Essential functions are performed in a general office setting. Job may require long periods of sitting; telephone work and/or computer work, as well as interactions with other team members and external stakeholders.

Qualifications

Education

- Bachelor's degree is required; Master's degree is preferred in a relevant field.

Experience

- At least ten years of related and progressively similar work experience in capacity building, local governance, decentralization, and/or other related fields, with at least five years working in developing countries, preferably in Vietnam and/or Southeast Asia.
- Proven success managing a multi-million dollar funded project with a thorough understanding of USAID policies and procedures.
- Demonstrated experience in forming and leading coalitions, coordinating with and advocating among a broad set of diverse stakeholders including communities, local and national governmental representatives, donors, civil society organizations, NGOs and local partners.
- Proven leadership in overall project management and a strong track record of meeting targets and deadlines for a project of similar scope and size.
- Deep record of effective personal management, mentorship and training.

Knowledge, Skills and Abilities

- Knowledge and understanding of provincial government capacity buildings needs in Vietnam are strongly preferred.
- Fluency in English is required. Fluency in Vietnamese is preferred.

How to Apply

Please email a cover letter explaining your interest in the position, a resume, three references and relevant materials to jobs@fulbright.edu.vn. The position will remain open until filled. Applications must be received by January 21, 2019 for fullest consideration. Only short-listed applicants will be contacted for further process.

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