



Vacancy Notice

1-Two OVC Project Coordination (PC) one position based in Kampong Cham Province and one position based in Siem Reap Province

2-Three OVC Project Officer (PO) two positions based in Kampong Cham and one position based in Siem Reap province

PHNOM SREY ORGANIZATION FOR DEVELOPMENT (PSOD) (Previously PSAD) is local non-profit, political party and non-racism organization was established in November 1998 and registered with the Ministry of Interior in October 2000 as association and localized as organization in 12 Nov 2010. Vision: a developed Cambodian society whose people have peace, equity, solidarity and self-reliance. Mission: jointly collaborate with the Royal Government of Cambodia in facilitating development work that leads to alleviation of people's poverty. Goal: Work with target audience and groups in communities as well as mobilize support and work in partnership with relevant stakeholders to ensure that people have access to social services for improvement their quality of life. Core values: are wisdom, Integrity and Transparency, Responsiveness and Respect.

PSOD is seeking one time qualified candidate with Cambodia nationality to fill the one position of **2 OVC Project Coordinators and 3 OVC Project Officers** under found and technical support from Save the Children (SC) to implement OVC Project in Kampong Cham and Siem Reap provinces.

Major Role and Responsibilities:

1-Project Coordinator:

- Ensure monitoring of OVC project planning implementation with monks, CCWC and community member
- Identify and mobilize resources to train the project officer and target audiences
- Provide support on the training need, and coaching to project officer monks, CCWC and volunteers
- Budget planning, expenditure and consolidating project report and submission to general program manager.

2-Project Officer

- Working closely with CCWC, monks and community members to build their capacity in OVC program objective to ensuring transparency and accountability in delivering the OVC program goals

- Monitoring and improvement of the program quality in close collaboration with partners and relevance stakeholders
- Prepare and submission monthly, quarterly narrative report to project coordinator
- Maintaining proper documentation, effective data collection and timely submission of all relevant project document and data reach for project

Jobs Requirement:

1-Project Coordinator:

- Degree in Social Science, Health or relevance academic
- Minimum 3 years of OVC/HIV/AIDs work experiences in program/project management
- Facilitation, monitoring & supervision skills and Evaluation, Project Cycle Management, or Statistics.
- Knowledge and experiences in working on children's right, child protection, Child safe organization and child protection policy in Cambodia
- Fluency in English and Khmer, proficiency in Microsoft office

2-Project Officer

- Degree in Social Science, Health or relevance academic
- Minimum 2 years of OVC/HIV/AIDs work experiences in program/project implementation
- Facilitation, monitoring & supervision skills and Evaluation, Project Cycle Management, or Statistics.
- Knowledge and experiences in working on children's right, child protection, Child safe organization and child protection policy in Cambodia
- Strong in English and Khmer, proficiency in Microsoft office

Interested and qualified candidates are requested to apply with an updated CV and cover letter (In English) and names to at least two referrers. Applications must reach the following address no later than 5:00 pm on Dec 22, 2010 as following address # 126, Preah Monivong Chroy Chma village, Beoung Kok Commune, Kampong Cham District, Kampong Cham Province, Attention to: Mr. Un Savoeun Department Health Program Manager, Tel: 012 314390 or E-mail:psad.dhm@gmail.com.

Women are encouraged to apply.