



#jobopportunity #PhnomPenh #internationaldevelopment #MEL #administration #data
#reporting #partnerships #M&E #EverdayHeroes

Hello from Friends-International

We are looking for a

MITH SAMLANH TECHNICAL ADVISOR



Are you skilled in providing general and technical support to organizations, such as drafting proposals and reports for donors? Up for a challenge? Would you be excited to assist our teams in the field to continue improving their social impact?

If you answered 'yes' to any of the above then you may just be the person we need.

Does this describe you?

- You have 2-3 years of experience working in a non-governmental organisation in project management, grants, and/or monitoring and evaluation and are excited to grow your skills in these areas;
- You are a dynamic team player who is passionate about supporting others and works well in a cross-cultural environment, with some knowledge of the local and regional development and social protection context in Cambodia/Southeast Asia;
- You are well organized, self-motivated and you enjoy coordination and facilitating trainings, meetings and procedures in a participatory style;
- You are comfortable working with external stakeholders such as donor agencies, government, NGO partners;
- You have a strong commitment to work on building futures for children, youth their families and their communities;
- You have excellent skills in writing and speaking English, as well as superb computer skills (if you also speak French or Khmer – great!).

YES? Then what are you waiting for?

As part of our HQ MEL team which provides technical support for all Friends Alliance programs, we are now looking for someone to provide direct support to Mith Samlanh, based in Phnom Penh. In this role, you will work closely with FI Partnerships team on fundraising efforts, contributing to proposals, donor relations and reporting, as well as organizing and representing the program during donor visits and supporting the team with external communications. As part of FI's MEL team, you will work with the program MEL team to ensure accurate and consistent information is used to measure the results of our work, including supporting the roll out of new MEL systems and processes being developed at FI HQ. You will support the program's strategic planning meetings and reporting processes ensuring all relevant people are invited or consulted and internal reports are submitted to the Board on time, build managers' capacity to prepare reports and ensure high quality and timely submission, and be a point of support to the Program Director and MS management team. You'll be involved in topics related to child protection, drugs, health, education, alternative care, employment and many others together with more than 400 #EverydayHeroes in Cambodia, Thailand, Laos, Indonesia and Myanmar.

Sounds good? SUPER! Please email your CV and cover letter now to hr@friends-international.org and let's talk more.

All applicants will undergo an extensive background check in compliance with our Child/Beneficiary Protection Policy and PSEA Policy.

Friends team

