



PR/094360 | Country Manager - NGO

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1513572

Industry

Other

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

April 1st, 2025 03:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

COMPANY OVERVIEW

Our client is an international non-governmental organization, with a diverse network of partners ranging from multi-national corporations to government agencies. Its projects cover focuses on education, social inclusion, and many more.

JOB RESPONSIBILITIES

We are seeking a dynamic and experienced Country Director to join our team in Vietnam. The ideal candidate will have a strong background in program management, leadership, and a proven track record in fundraising and managing partnerships. This role involves overseeing all programs, operations, and partnerships within the country, ensuring alignment with the organization's mission, vision, and global strategy while tailoring programs to the specific needs and context of Vietnam.

Strategic Leadership and Partnership Development

- Develop and execute Vietnam's strategy, ensuring alignment with home office priorities and local needs.
- Act as the primary representative of the organization in Vietnam, engaging with government entities, donors, partners, and beneficiaries.
- Build and nurture long-term relationships with international donors, corporate sponsors, government bodies, and local stakeholders.
- Develop and implement a partnership strategy that expands the organization's work in Vietnam.
- Advocate for the organization's mission, ensuring compliance with local regulations and fostering a trusted reputation among stakeholders.

Program Development, Oversight, and Impact Evaluation

- Lead the design, execution, and evaluation of programs to ensure they address community needs and deliver measurable outcomes.
- Oversee program quality, accountability, and alignment with organizational goals and donor expectations.
- Ensure robust systems are in place for monitoring program impact and outcomes.
- Provide transparent and timely reporting to home office, donors, and key stakeholders.

Financial and Operational Management

- Oversee the country office's budget, ensuring effective and efficient use of resources.
- Ensure compliance with local laws, donor requirements, and organizational policies.
- Establish and maintain operational standards, including reporting systems, procurement procedures, and quality assurance mechanisms.
- Lead with integrity and accountability, fostering a culture of professionalism and transparency.

Team Leadership and Development

- Build and mentor a team of dedicated professionals, fostering a culture of collaboration, innovation, and shared success.
- Align team performance with organizational strategies through clear goals, regular reviews, and recognition of achievements.
- Develop and expand team capabilities using blended interventions such as knowledge sharing, mentorship, and end-of-project reviews.
- Be accountable for talent development, ensuring a robust talent pipeline and building bench strength for future leadership needs.

JOB REQUIREMENTS

- At least 7-10 years of experience in program management, leadership, or a senior management role, preferably in the NGO or development sector.
- Proven track record in fundraising, donor relations, and managing partnerships.
- Strong leadership and team management abilities.
- Excellent communication and interpersonal skills.
- Financial and operational management expertise.
- Fluency in Vietnamese and English (written and spoken).
- Familiarity with Vietnam's development challenges and opportunities.
- Understanding of local regulatory frameworks governing NGO operations.
- Excellent understanding of the Vietnamese development landscape, including government policies, donor priorities, and the NGO sector.
- Proficiency in project management, budget management, and financial reporting.

Interested candidates are invited to submit their resume through our job portal.

We look forward to hearing from you!

#LI-JACVN

Company Description