



**មជ្ឈមណ្ឌលឧត្តមភាព ប្រពលវប្បកម្មកសិកម្មនិរន្តរភាព និងអាហារូបត្ថម្ភ**  
**Center of Excellence on Sustainable Agricultural Intensification and Nutrition**

**JOB DESCRIPTION**

- Job Title : Development Manager
- Directly report to : Program Manager, Center Director
- Line Coordination : Communication officer, Business Manager, Farm Managers, Center Secretary.
- Technically report to : N/A
- Salary Range : 9,600\$ - 15,600 per annum
- Supervise : None
- Work location : Phnom Penh with frequency travel to the provinces
- Validity : One year with possible extension.

**Introduction**

The Center of Excellence on Sustainable Agricultural Intensification and Nutrition (CE SAIN) of Royal University of Agriculture (RUA) receives financial support from the U.S. Agency for International Development (USAID) through Feed the Future Innovation Lab for Sustainable Intensification (SIIL). CE SAIN was officially launched on September 22, 2016. The overall goal of CE SAIN is to foster private sector innovation, agricultural research, education, training, and public sector capacity building through improved collaboration and knowledge sharing focused on improving food and nutritional security in Cambodia. The three main objectives of CE SAIN are:

1. Coordinate and leverage Innovation Labs and other sustainable agricultural intensification and nutrition (SAIN) funded activities
2. Build human and institutional capacity development of the Royal University of Agriculture.
3. Establish technology parks to showcase high-potential technologies and strategies to sustainably intensify smallholder production systems.

**Major Function**

This is an Undetermined Duration Contract (UDC). S/he will be responsible for creating business opportunities, establishment partnership for RUA/CE SAIN with multi-stakeholders such as universities, USG partners and local and international development agencies, foster environment collaboration and ensure CE SAIN is effective complied with donor's requirement. S/he will provide technical advice to the program team on MEAL, design data collection methodologies, tools and compiling report for submission. S/he will responsible for all M&E matters.

Under the guidance of the Center Director and Project Manager, S/he will be responsible for communicating with potential partners/donors, mapping future partnership, building bridge between RUA/CE SAIN with multi-stakeholder such as universities, USAID, private companies and other funders who are passionate in education, research and extension collaboration. S/he will conduct further research for global, international and local call for funding assistance and providing his/her recommendation to RUA/CE SAIN. S/he will provide technical will establish MEAL system for CE SAIN and frequency advice to the staff to ensure all project information are proper record and filed.

### **Objectives:**

- Coordinate and mobilize funding assistances and numbers of scholarship program for RUA faculty members and CE SAIN.
- Develop and manage MEAL system for CE SAIN and build the staff's capacity on MEAL so they can apply this properly.
- Increase the reputation of CE SAIN among international organizations, other government ministries, private sectors who are actively working in the area of SAIN, environmental protection and nutrition.
- Contribute to donor coordination, participate in research and scholarship grant meeting arrangement, host field visits at Agricultural Technology Parks (ATP) and participate in developing the long-term strategic plan of CE SAIN.

### **Major Responsibilities:**

- Communicate and manage good partnership with current partners/donors
- Conduct potential partners/donors mapping (databank) for future engagement
- Proactive reaction to local and international calls on SAIN related research and scholarship grants
- Coordinate with RUA faculty members to ensure they will response to the call or call for meeting within CE SAIN team to develop CE SAIN proposal for submitting if need.
- Properly implement partnership protocol and build good relationship with International Organization, line ministers, private companies
- Mobilize data and information related to ILs activities in Cambodia, keep up to date the information, so CE SAIN will be able to use this for share in the future.
- Organize or attend meeting with potential partners, development agencies and private companies
- Design and maintain MEAL framework and routinely quality perform quality control check
- Provide technical advice and coach to staff on M&E matters
- Gather M& E data and assess project team to analysis the data for writing the report.
- Participate in developing of strategic plan of CE SAIN.
- Implementing other task assigned by Project Manager

### **Minimum Required Qualification/Skills**

- Bachelor or Master's degree in statistic, M&E, Social Science, education, International Development or other related field.
- Minimum two to three year experiences in relevant roles.
- Experience in writing and editing concept note and full proposal development
- Knowledge of major evaluation, data collection, analysis methodology including qualitative and quantitative and mixed method,
- Knowledge about agriculture sector in Cambodia
- Good managerial and ability multi-task meet deadlines.
- Fluent English and native Khmer speaker.
- Other tasks as assigned by Program Manager/Center Director

## Application Information

Interested and qualified applicants should submit their current resume and cover letter referring the position applied by closing date below to CE SAIN via [cesain@rua.edu.kh](mailto:cesain@rua.edu.kh).

Closing date: **May 08, 2018**.

For further information, please contact us via [cesain@rua.edu.kh](mailto:cesain@rua.edu.kh) or 023-6365-226.

CE SAIN would like to thank all applicants for their interest but only shortlisted candidates will be contacted for interview.

