

## **VVOB vacancy announcement**

### **Context**

**VVOB – Education for Development** is a Belgium-based organisation that strengthens education systems worldwide. We believe that quality education ensures equal opportunities and leads to a more equitable world for all. Our main objective is to sustainably reinforce the quality, efficiency and effectiveness of education and training by focusing on the professional development of teachers and on effective school leadership.

Currently, VVOB Vietnam is implementing one project within the Early Childhood Education (ECE) sector and one project extension in the Primary Education (PE) sector:

1. ECE project “TALK: Preschool Teachers Apply Language-rich Teaching Skills and Knowledge” in Dien Bien, Quang Tri and Gia Lai (01/2022 – 12/2026)
2. PE project “iPLAY: Integrating Play-based Learning Activities among Young learners in Vietnam” in Lai Chau, Ha Giang, Thai Nguyen, Nghe An, Quang Tri, Da Nang, Quang Ngai and Ho Chi Minh City (12/2019 – 01/2024 + 02/2024 – 07/2025)

VVOB Vietnam has a main office in Da Nang and a project office in Hanoi.

### **Positions**

VVOB Vietnam is currently looking for qualified national candidate for the position as detailed below:

#### **Education Manager in the Hanoi office**

This function reports to the Country Programmes Manager and is part of VVOB Vietnam’s management team. The Education Manager contributes to the strategy and values of the organisation by having the responsibility over all matters related to technical educational aspects of VVOB Vietnam’s programmes. As a key member of the management team the Education Manager leads the education department, inspiring direct reports to grow and perform while navigating between operations and strategy.

The Education Manager will:

- provide support and quality assurance checks for relevant educational topics by bringing key skills and knowledge in content development and content delivery.
- be responsible for planning, monitoring and reporting programme activities in the education department, managing the related budget in cooperation with the operations manager.
- provide strong organizational leadership (on-the-job mentoring, coaching, capacity development, change management) to his/her direct reports and stimulate exchange and learning between and among project teams.
- foster good relationships with and between partners and teams, supporting a positive organizational culture.
- secure cooperation and support from VVOB’s partners for the implementation of our programmes.
- promote VVOB as a reliable partner and you represent our organization towards external stakeholders in your field.
- be up to date on MOET priorities and the evolutions within the Vietnamese education sector.
- support the development and setup of new projects and programmes.

#### *Required Skills and Experience:*

- Master’s degree in education, international development, public policy or related field or equivalent experience

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- Experience in leading multicultural and effective teams
- Experience with international development cooperation and with managing projects and programmes of different donors
- In depth understanding of the national education system and education sector
- Experience with project cycle management, organizational and institutional capacity development
- Fluent in English both in writing and speaking

*Required competencies:*

VVOB core competences	Functional competences
<ul style="list-style-type: none"> <li>✓ Result orientation</li> <li>✓ Continuous improvement</li> <li>✓ Cooperation</li> </ul>	<ul style="list-style-type: none"> <li>✓ Reliability</li> <li>✓ Giving direction</li> <li>✓ Planning &amp; organisation</li> <li>✓ Agility</li> <li>✓ Communication skills</li> </ul>

### **Starting date and working location**

Start date for both positions is as **soon as possible** in the Hanoi office, with frequent travel to the project provinces.

### **Contract duration and benefit**

The positions will have a contract until 31 July 2025.

### **Submission deadline and next steps**

This position requires an internal and external assessment process. After the internal process which consists of a test and interview, the candidates that qualify and are highest ranked will conduct an external assessment with our HR service provider for recruitment and selection.

The selected candidates will be offered a friendly, dynamic, and creative working environment, a good benefits package including a 13<sup>th</sup> month salary, social insurance according to the government scheme and additional insurance for staff and family, 30 days of annual leave and professional development opportunities.

VVOB firmly believes that quality education can only be achieved if equity is ensured. Qualities of people prevail, regardless of age, gender, ethnicity, or disability.

To apply please send cover letter and detailed CV in English to our Recruitment mailbox at:

[Recruitment.Vietnam@vvoB.org](mailto:Recruitment.Vietnam@vvoB.org)

**Subject: Application for the position title**

Closing date for submission is **19 January 2024 (before 9am)**.

While we thank all applicants for their interest, only shortlisted candidates will be contacted.

*VVOB is an Equal Opportunity Employer fully committed to achieving a diverse workforce.*