

# Provincial Project Coordinator

**Title:** Provincial Project Coordinators  
**Programme:** Climate Adaptive Irrigation and Sustainable Agriculture for Resilience (CAISAR)  
**Duty station:** *Kampong Speu Province, Cambodia*  
**Section/Unit:** CAISAR Project Management Office at NCDDDS  
**Contract duration:** 1 year, renewable upon satisfactory performance and available funding  
**Supervisor:** NCDDDS CAISAR Project Manager

## 1. General Background

The Project is designed to assist the Ministry of Water Resources and Meteorology (MOWRAM) and National Committee for Sub National Democratic Development Secretariat (NCDDDS) with its strategic plans to modernize the irrigation sector. The overall goal of the Project is to make the agriculture sector in Cambodia climate resilient and sustainable.

The project goal and objective are to increase climate adaptation, mitigate the negative impact of extreme climate events, and improve the livelihoods of smallholder farmers and vulnerable rural communities in four provinces of Cambodia. The Project aims to make the agriculture sector in Cambodia climate resilient and sustainable through modernization of the irrigation sector by installing resilient irrigation systems. It will also enable farmers to adapt to climate risks and mitigate crop emissions through use of energy- and water-efficient technologies and practices. The Project will provide timely weather information and improved market integration, ultimately enhancing the livelihoods of vulnerable rural groups in the target provinces of Cambodia. The objective will be achieved by implementing three components that aim at addressing climate change vulnerabilities, increasing agriculture productivity, and developing institutional capacities.

The proposed project CAISAR will benefit more than 1.8 million people (Roughly 11% of its population) in four provinces across Cambodia viz, Kampong Speu, Kampong Chhnang, Kandal and Pursat. Identification of the target areas has been done based on i) greater prevalence of poverty, ii) higher exposure to disaster risk especially flood iii) higher vulnerability to climate change. The specific characteristics of each province, mapped against the criteria for selection.

## 2. Purpose and Scope of Assignment

The NCDDDS will recruit Provincial Project Coordinators based in four target provinces to work within the PWGs. The Provincial Project Coordinators will report to the Provincial Facilitators of the PWGs and to the NCDDDS Project Manager and Project Director. S/he will carry out the following tasks:

- Coordinate all project activities within the province and provide a general oversight of the activities of the various service providers implementing project-financed activities.
- Manage activities for capacity development at provincial, district, and commune levels e.g., initial training of the commune mobile access workers (CMAWs), project orientation training for the staff of the various provincial and district administrative units.
- Participate in activities related to policy and institutional reform related to rural development at sub-national level supported by the project.

- Liaise with other projects/programs to ensure that all rural development activities at commune and district and province levels are complementary.
- Participate in the technical meetings and policy guidance meetings.
- Provide NCDDS with timely consolidated provincial AWPBs, regular financial statements and reports and six-monthly progress reports, based on the information provided by the district facilitation teams and from the contracts managed at provincial level.
- Support day-to-day administrative tasks related to the infrastructure sub project implementation.
- Liaise with the IRRRI and SSPs to ensure that project activities at commune, district, and province levels are complementary.
- Build up capacity of government's counterpart staffs.
- Other tasks as required by NCDDS Project Director and Project Manager.

### **3. Qualifications and Experience**

Minimum qualifications are:

- Bachelor's degree in agriculture or other subject relevant to rural development with post-graduate study an advantage.
- Preferably 10 years of experience working in agriculture/rural development programs or projects.
- A good knowledge of the government's evolving system for sub-national government and the procedures of international financial systems.
- Good communication and documentation skills in Khmer and English and good knowledge of computer information management systems, Microsoft Office applications, database management systems and financial and project management software and of the internet and digital communications including the use of mobile telephone, email, mobile devices including smartphones and tablets and related applications including the web and social media.