

Date of offer: 27th May 2008 Validity of offer: 1 month  
Organisation: Nomad Recherche et Soutien International (Nomad RSI)

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## **Post**

**Role:** Coordination – Programme Management

**Title of post:** General Coordinator, Nomad RSI Cambodia

**Sector:** Health

**Region:** Asia

**Location:** CAMBODIA, Monduliri Province (Sen Monorom)

**Departure:** End of July 2008 (2 months handover with the previous post-holder)

**Duration:** 3 months probation, 2 years contract (renewable)

**Status:** Local contract

**Monthly salary:** \$1500 USD per month + comprehensive insurance + return flight ticket each year to native country

## **Roles and responsibilities**

The roles and responsibilities of the General Coordinator include:

1. Programme management
  - Management of the local team
  - Personnel management (recruitment, mediation etc)
  - Logistics
  - Ensuring timely and complete reporting to donors on project activities
2. Technical advice on all activities (in close relationship with the project manager)
  - Design
  - Planning
  - Monitoring
3. Capacity building
  - Working with a local counterpart to improve skills and capacities of local staff
  - Managing a program of skills training for local staff members
4. Programme strategy and development (under the supervision of Nomad RSI Programme Director)
  - Situation assessment and definition of orientation
  - Conception, design and fundraising for new projects
5. Financial management
  - Budgetary management
  - Financial reporting (donors and head office)
  - Supervision of accountancy
6. Communication
  - Internal communication
  - External communication (donors, NGO and government partners, media)
  - Representing Nomad RSI at the provincial, national and international levels
7. Coordination of research program (in close collaboration with the Research Director)
  - Regular contact with the Director, Nomad RSI Research Unit
  - Supervision and support of affiliated researchers in Cambodia
  - Liaison with research partners

## **Profile of Candidate**

**Experience:** Proven record of programme / financial management

**Education:** Public Health / Project Management / Medical Anthropology

**Languages:** Fluency in written and spoken English / Khmer an advantage

**Qualities:** Willingness to live in a remote and fast changing area / commitment to local staff capacity building / excellent communication and team-management skills

## **Background**

Nomad RSI is a small French INGO, established in 1997 and dedicated to research and international solidarity. Nomad RSI works in the field of international health, encouraging **therapeutic diversity** and **environmental conservation projects** in remote areas of the global South (Cambodia and India), largely involving disadvantaged and minority communities.

Nomad RSI has been working in Mondulakiri Province, Cambodia, since 1997. Situated in the northeast, bordering Vietnam, Mondulakiri is an isolated area of forests and plateaux whose population comprises various ethnic minority groups, among which the Phnong are the most numerous. Access to biomedicine remains limited and a range of representations of health and disease coexist in the area. Nomad RSI's programme responds in an integrated manner to the specific health problems in the province, encouraging the active participation of diverse actors and facilitating health education that is adapted to the local context

The post-holder will be the head of the Nomad RSI mission in Mondulakiri province. Under the direction of the Programme Director (largely based in Phnom Penh), the General Coordinator takes overall responsibility for all Nomad RSI activities in Mondulakiri province. S/he will work closely with, and build the capacities of, his/her local counterpart (the Project Manager). After ten years of operations, Nomad RSI is in a period of structural and strategic transition associated with the fast changing context of the province. The post-holder will play an important role in managing these transitions, together with the Programme Director and the Board of Directors. The post is largely office-based (Sen Monorom, Mondulakiri), but requires some time to be spent in Phnom Penh and visiting the project field sites.

## **Current projects**

- *Community Malaria Education Project* -This five-year project is the main project currently being implemented by Nomad RSI in Cambodia. Funded through the Global Fund to fight Tuberculosis, AIDS and Malaria (4th and 6th Rounds), it aims to provide appropriate malaria health education in every district of Mondulakiri province. It is being implemented in collaboration with local government and community members, with local people recruited and taught techniques including theatre, song, comedy, video showings and school-based activities, to improve awareness and preventive behaviour relating to malaria.
- *Medical pluralism* – “Village Health Workers” guide sick people in remote areas between the various biomedical and traditional health providers and services
- *Medicinal plants and preservation of local knowledge* – ethno-botanical studies, medicinal plant gardens and knowledge-sharing activities
- *Design of a natural anti-mosquito repellent*: Research in social sciences and entomology, feasibility studies...

## **Nomad team in Cambodia**

The office is based at Sen Monorom, the main town of the Mondulakiri Province. 14 Cambodian people (both Khmer and Phnong) currently work for Nomad Cambodia and an expatriate is in charge of the coordination of research activities.

**Application:**

Complete CV, application letter (in English), and full details of **two referees to be sent before 15th June 2008.**

**Interviews:**

To be held in Phnom Penh (Cambodia) and/or in Paris (France) as soon as possible.

**Contact:**

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