

## Deputy Chief of Party (COP)

CARE is an international development organization fighting global poverty, focusing on working with women and girls to bring sustainable changes to their communities. CARE was founded in 1945, today **CARE works in 111 countries** around the globe and **supports 1631 poverty-fighting development and humanitarian aid projects to reach more than 174 million people directly and 205 million people indirectly**. We work with partners to achieve lasting results for marginalized communities.

CARE focuses on empowering particularly marginalized and vulnerable women in Cambodia, including urban women who are marginalized by occupation, rural women who are denied multiple rights, and women and girls from ethnic minorities. CARE focuses primarily on the northeast of the country, Phnom Penh, and surrounding areas.

CARE aims to tackle the underlying causes of poverty and social injustice and to bring lasting change to the lives of poor and vulnerable people by strengthening gender equality and women's voice, promoting inclusive governance and increasing women's resilience. CARE knows that it cannot achieve this mission without a team of dedicated, passionate and qualified people.

CARE values teamwork, critical thinking, interpersonal skills and enthusiasm. CARE is committed to providing a supportive and inclusive workplace, where team members are encouraged to learn, grow and share their views. CARE promotes equality and diversity in the workplace as well as within its projects.

### Summary of the position:

CARE seeks a Deputy Chief of Party (DCOP) for the anticipated USAID-funded workforce development activity called the USAID Employ Activity in Cambodia. The principal objective of the activity is to equip Cambodians with job skills tailored to sectors that are driving inclusive and sustainable growth and economic diversification. USAID Employ will emphasize improving the capabilities of women and youth in science, technology, and innovation, concentrating on areas like the green economy, STEM-related fields, digital technology, and manufacturing, among others.

National candidates are encouraged to apply. This position will be based in Cambodia.

### The Summary of Job Responsibilities are listed below:

1. Leadership and Guidance
2. Coordination
3. Work Plan Development
4. Technical Expertise
5. Budget Management
6. Team Supervision
7. Monitoring and Evaluation (M&E)
8. Stakeholder Engagement
9. Reporting
10. Compliance

The ideal candidate should hold a Master's degree in development studies, international relations, economics, business administration, or related fields, with at least 5 years of senior experience in international development, preferably as Deputy Chief of Party or in similar roles. They should possess expertise in workforce development activities and have experience managing USAID cooperative agreements/contracts. Experience working in Cambodia and familiarity with key growth sectors like green economy, STEM, digital technology, or manufacturing is preferred. Additionally, they should have a demonstrated ability in staff management, relationship-building with various stakeholders, strong communication, analytical, and problem-solving skills, and a commitment to ethical principles and diversity.

Fluency in English is required, with fluency in Khmer preferred, along with the ability to travel within Cambodia.

While your demonstrated experience is valuable, CARE is seeking a candidate who brings existing knowledge of, or a willingness to learn about CARE, gender equality and women's empowerment activities.

As with all CARE employees, you will need to uphold and promote CARE's commitment to Child Protection and the Protection from Sexual Harassment, Exploitation and Abuse.

CARE will provide you with a supportive and flexible working environment designed to recognise your valuable contributions and ensure a healthy work-life balance. CARE encourages continuous improvement through learning and development opportunities.

**Please refer to the JD for more detailed information of Job Responsibilities, Experiences and Qualifications.**

## I. APPLICATION INFORMATION

Interested candidates are requested to submit a CARE application form along with CV and cover letter to [khm.jobs@care.org](mailto:khm.jobs@care.org) by the Subject **"Applying for Position's Deputy Chief Party**, or at the CARE Country Office at #39 (3rd floor), Street 352, Sangkat Boeng Keng Kang Ti Muoy, Khan Boeng Keng Kang, Phnom Phnom Penh, Cambodia. A detailed job description and application form is available on [www.care-cambodia.org](http://www.care-cambodia.org) or [www.bongthom.com](http://www.bongthom.com). Applicants will be reviewed on a rolling basis with a deadline of **30 April 2024**. Only shortlisted applicants will be contacted. Submitted documents will not be returned. In return for your commitment, you will benefit from a comprehensive benefits package.

CARE is an equal opportunity employer committed to a diverse workforce. All qualified applicants are encouraged to apply, including women, LGBTQI+ individuals, people with disabilities, members of ethnic minorities and members of other marginalized groups. CARE International in Cambodia is committed to protecting the rights of children. CARE International in Cambodia reserves the right to conduct screening procedures to ensure a child safe environment.

*CARE International In Cambodia participates in the Steering Committee for Humanitarian Response's Misconduct Disclosure Scheme. CARE International In Cambodia reserves the right to seek information from job applicants' previous employers about incidents of sexual exploitation, sexual abuse and/or sexual harassment, and/or child abuse the applicant may have been found guilty to have committed or about which an investigation was in the process of being carried out at the time of the termination of the applicant's employment with that employer. By submitting the application, the job applicant confirms that s/he has no objection to CARE Cambodia requesting the information specified above.*

CARE places human dignity at the centre of its relief and development work. At the heart of CARE's efforts to impact poverty and social justice is its engagement with marginalized communities, and vulnerable adults and children. Vulnerable adults and children are particularly at risk of sexual exploitation and abuse. CARE commits to the protection from sexual harassment, exploitation and abuse (PSHEA) of vulnerable adults, involving CARE Employees and Related Personnel. CARE has a zero tolerance toward sexual exploitation and abuse and child abuse. CARE takes seriously all concerns and complaints about sexual exploitation and abuse and child abuse involving CARE Employees and Related Personnel.