

Job Position : HEA Manager

PURPOSE OF POSITION

The purpose of the position is to provide leadership and management in the development, implementation and coordination of holistic, viable, responsive humanitarian & emergency strategies and emergency responses outcomes that contributes to WVFT's country strategy, Child Well-being Objectives, Sustainable Development Goals (SDGs), and to the core humanitarian principles and standards. It includes raising the level of competence and efficiency of the organization by providing high level of professional expertise in humanitarian strategic leadership particularly to the NDMT. The person will also ensure that HEA Operations in preparedness, disaster risk reduction and mitigation, response, recovery/rehabilitation and transition management meets both WV partnership and international standards. He or she will facilitate collaborations for innovation and Child Well-Being (CWB) impact, especially as it relates to disaster risk reduction and resilience. The person will also provide technical guidance in resource generation and mobilization initiatives on HEA, DRR and the integration of climate change and environment protection. As a manager, the person will coordinate and collaborate effectively with technical/sector teams, MEAL, program implementation team, marketing, resource acquisition, strategy, and communications teams.

MAJOR RESPONSIBILITIES

I. **Builds and Strengthens Organizational Capacity of WVFT and its NDMT on HEA including DRR and Disaster Response**

- Provides strategic and technical advice during organizational planning and assessment, strategy development and reviews, technical programs development and reviews to ensure clear integration of HEA including DRR and responses
- Ensure the national disaster preparedness plan or NDPP is up to date and is utilized for planning and capacity building on HEA
- Leads and builds the level of competence and efficiency of WVFT's NDMT according to the Disaster Management Standards and DM Scorecard and prepared for any humanitarian or disaster response
- Updates the Senior Leadership Team (SLT) on developments of Humanitarian Emergency Affairs programs and milestones, including updates on the changing context in the HEA landscape in Thailand including COVID19 and humanitarian conflict
- Promotes and supports organizational synergy through healthy and productive partnerships with other divisions and departments of World Vision Foundation of Thailand.
- Coordinates with SLT, other divisions & departments, and members of NDMT on all partnership standards pertaining to Humanitarian Emergency Affairs Program and other related Partnership initiatives and provide appropriate technical advise and viable recommendations for NDMT and SLT's decision making.

Job Position : HEA Manager

- Coordinates with World Vision Partnership (GC, RO, other FOs) in collaboration with P & C and the National Director the deployment of staff in cases of CAT II and CAT III, when deemed required and necessary

2. Ensure Efficient and Effective HEA Operations

- Ensure that HEA operations in preparedness, disaster risk reduction and mitigation, response, recovery/rehabilitation and transition management meets both WV partnership and international standards.
- Develops Humanitarian and Emergency Affairs long-term directions that are aligned with the organization's strategic direction in consultation with other divisions and departments
- Ensure timely and quality field implementation of HEA operations in preparedness, disaster risk reduction and mitigation, response, recovery/rehabilitation and transition management
- Track progress from the field, analyze monitoring data, and develops trends analysis at NO level including lessons learned, challenges, and best practices
- Provide technical advice to program implementation on issues and risks of HEA operations and how to address considering field and country context
- Coordinates with grants acquisition and marketing to ensure the HEA operations (programs and projects) is/are funded from diverse sources in compliance with relevant donor requirements
- Collaborate with MEAL team to ensure that a strong M&E system is in place and functional for the HEA Operations (program & projects) and that learnings are documented and applied and used to improve further HEA programming for advocacy, marketing, resource acquisition, communication etc.

3. Strategic Partnership, Advocacy, and Positioning WVFT in the Humanitarian Networks

- Builds and strengthens strategic partnership with International Non-Government Organizations, local Non-Government Organizations, Top Government Agencies, and other stakeholders at the national level in support to Humanitarian and Emergency Affairs operations.
- Represents WVFT HEA in any local and international humanitarian network including coordination groups and clusters
- Work with National Advocacy lead or focal person and other sector /technical leads to coordinate national level advocacy to influence government policies, budgets and decision makers on HEA including DRR, disaster response & recovery, and climate change.
- Manage/maintain national partnerships or relationships with Government and relevant organizations
- Facilitate mapping of potential partners for advocacy, resource acquisition and influence on HEA, DRR disaster response & recovery, and climate change.

Job Position : HEA Manager

- Identifies/establishes strategic partnerships at the national, sub-regional and regional levels to support the HEA operations and initiatives.

4. Performance Management & Development

- Ensure department (HEA) and individual plans contributes to strategic priorities
- Coordinate with Division Manager and P&C to drive performance, development and wellbeing
- Create mechanisms to promote collaboration between teams and across WVFT
- Facilitate and review ongoing individual performance and development planning,
- Support individual/ personal, professional plans and growth
- Support staff care and wellbeing; model work-life balance
- Leads the HEA division in modeling biblical ethics and principles in actions and lifestyles.

KNOWLEDGE, SKILLS AND ABILITIES

- With Bachelors degree in Social Science and Development Courses and/or other related Social Science Course with equivalent substantial experience in managing relief and natural disasters. Master's degree preferred in Social Works or other specialized courses on Humanitarian Emergency, Disaster Management and Relief.
- At least 3-5years of broad and deep experience in leading and managing disaster management programs and humanitarian emergencies, including recovery and transition of disaster response; and experience in child-wellbeing/child-focused issues and programming
- Track record of successfully managing and/or supporting response teams, demonstrating broad understanding of different HEA responses/operations and technical sectors in emergencies
- Demonstrated ability to design and/or adapt HEA and accountability standards and facilitate application
- At least 3-5 years experience managing people and a proven record of developing people and initiating and implementing organizational change.
- Networking and building partnerships, both within an organisation, and in promoting a more external-facing organisation
- Demonstrated ability to design and produce data-based reports and proposals, and design of organisational standards and guidance
- Knowledge of key technical sector standards and good practice in HEA programming and response phases
- Understanding of latest developments, research, and trends on HEA landscape in the country including COVID19 and humanitarian conflict

If you are interested in applying for a job, please send your CV to

E-Mail: banyen_muenjob@wvi.org

Our Contact : 02-0229200 Ext. 154 / 065-5084848

Job Position : HEA Manager

World Vision



มูลนิธิศุภนิมิตแห่งประเทศไทย
World Vision Foundation of Thailand