

Environment Project Officer

Pour un Sourire d'Enfant (PSE) - For a Child's Smile is a non-profit organization founded by Christian and Marie-France des Pallières, operating in Cambodia since 1995. Its mission is to help children escape from destitution and lead them to decent, skilled and well-paid jobs.

Recognized by the local authorities, PSE is working in respect of the country with the Cambodians and thus supports sustainable development.

Six main programs – adapted to the needs of the children – have been developed: food, health, protection, education & schooling, vocational training and help for families.

PSE helps more than 6,500 children and more than 6,000 graduates from PSE Vocational Training program graduates have already successfully integrated the job market with a real qualified position. PSE employs more than 650 people in Cambodia (Phnom Penh mainly) and 6 staff at the headquarters in France. 400 volunteers in different countries are actively working on making the organization known through fundraising donations and sponsorships.

In 2000, PSE received the French Human Rights Prize from the French Republic.

Location: Phnom Penh, Cambodia

Starting date: 05/2022

Job description:

This position is make all PSE students and staff aware of environmental issues, Implement eco-responsible practices within PSE (Eco-Club, sorting waste, ban on plastic, compost, awareness panels, etc.), Integrate environmental approaches into PSE rules.

Missions:

- Soft Skill and environment Program Quality Management
- Organize training event and conduct the training as planned.
- Innovate soft skill and environment training methodologies to ensure the up-to-date methods to be applied.
- Monitor and evaluate soft skill and environment curriculum to develop better content for better learning results.
- Take initiatives to innovate the curriculum content and methodologies.
- Conduct more researches on training methodologies, material design and assessment to deliver the best possible soft skill and environment training to students.
- Train staff to get everyone involved in protecting the environment
- Develop activities with students around environment

Project definition:

- Gather the needs and help to formalize project definition and organization with Pedagogy Manager
- Define projects phasing, budget and KPIs for environment projects
- Submit proposal to approval and obtain necessary validation
- Create and implement internal environment audit for all departments
- Implement eco-responsible practices within PSE (Eco-Club, sorting waste, ban on plastic, compost, awareness panels, etc.)
- Integrate environmental approaches into PSE rules.

Project Follow-up :

- Organize project follow-up with Pedagogy Manager
- Anticipate difficulties and risks
- Support programs responsible in the intermediary reporting steps
- Project reporting
- Ensure project reporting for all projects activities
- Act as an interface with fundraising responsible in Phnom Penh

Profile:

- Bachelor Degree of Environment
- At least 1-3 year experiences in teaching/ training young and adult learners
- At least 1 year experiences in Project management
- Knowledge of Environment program
- Curriculum/teaching activities development skill
- Leadership and Motivation skill
- Good knowledge about project management
- Strong convincing skill
- Positive display of behavior
- Self Confidence, efficacy and esteem
- Good command of using English language
- Very good computer skill _ Microsoft Office Word, Excel, Power Point, Internet and e-mail and be comfortable with Google applications
- Commitment to PSE's vision, core values and code of conduct
- Policy compliance and protection of children
- Patience, adaptability and ability to cope with change process.
- Ensuring timely, high quality results. Being a role model for continuous learning and improvement.

Status: Contrat local

Details and contact :

www.pse.ngo for comprehensive information concerning PSE

Applications with cover letter and resume should be sent to recruitment@pse.ngo

Recruitment team contact: 093 617 555