

## Senior Social 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:** 02/2023

### **Job description:**

Coordination of activities between PSE and beneficiary, solve community problem, working with local authority, empowerment community members, community member's capacity building.

### **Missions:**

- Build relationship and learn actively within community partners, local government, and all appropriate stakeholders in target areas.
- Follow up and check infrastructure and housing to ensure that it's safe for the people in community
- Work closely with community leader and committee member to solve problem in community
- Manage people information and figure to minimize the problem in community.
- Facilitate payment for state water supply from the family in community
- Build the capacity of community leader and committee members to empower their leading in community
- Lead the community leader and committee members to engage people join with community activity
- Coordinate to solve violence, stealing, gaming, and drug using, trafficking in community with local authorities and community leaders
- Conduct field visit and update family information into BMS 71 families
- Handle and review families' requests and propose with solution to line manager
- Responsible for proposing and managing all events / projects in the communities
- Prepare quarterly reports of community progress to line manager as regularly basic
- Actively participation to prepare individual performance objectives and ensure that all objectives are well managed and implemented.
- Actively participation to identify training needs and propose for personal improvement.

**Profile:***Education*

- Bachelor Degree in social, rural development, psychology, education or relevant field.
- Master Degree in relevant field is preferable

*Experience*

- At least 3 years' experience in community development work with NGOs/INGOs

*Skills*

- Strong communication skills
- Proficiency English
- Good written and spoken Khmer & English
- Relationship builder, powers of persuasion
- Strong analytical skills (prior experience with Microsoft Excel)
- Excellent organizational & planning skills

*Specific Technical Competencies*

- Good leadership and management skills
- Social skills
- Social research and development skills
- Children rights, Social Laws

*Attitudes*

- 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](http://www.pse.ngo) for comprehensive information concerning PSE

Applications with cover letter and resume should be sent to [recruitment@pse.ngo](mailto:recruitment@pse.ngo)

Recruitment team contact: 093 617 555 Telegram: <https://t.me/pserecruit>