



## Provincial Advisor – ACCESS 2

- *Support the implementation and the coordination of the ACCESS 2 program at the sub-national level in Kampong Speu, Kampong Cham, and/or Siem Reap*
- *Role emphasis on disability inclusion, rehabilitation, gender-based violence, and support for indigenous communities*
- *Full time, open to local applicants*

### About the Program

Phase 2 of the Australia-Cambodia Cooperation for Equitable Sustainable Services program (ACCESS 2) marks a continuation of Australia's flagship bilateral investment in gender equality, disability, rehabilitation, and social inclusion in Cambodia. ACCESS 2 supports the Royal Government of Cambodia's (RGC) key policies and strategies, such as the National Action Plan to Prevent Violence Against Women (NAVAW) and the National Disability Strategic Plan (NDSP). It provides a shared commitment to improving service delivery for survivors of gender-based violence (GBV) and persons with disabilities in Cambodia.

ACCESS 2 plans to work collaboratively with relevant RGC ministries/institutions, (including the Ministry of Women's Affairs (MoWA), Ministry of Social Affairs, Veterans and Youth Rehabilitation (MoSVY), the Disability Action Council (DAC), the Ministry of Health (MoH), and the National Committee for Sub-national Democratic Development Secretariat (NCDD-S). ACCESS 2 recognises the two-way connection between national and subnational levels that is necessary for grounded policy and inclusive service delivery. This means increased sub-national level engagement to effectively operationalise strategy, policy and technical capacity development.

The Goal of ACCESS 2 is: Persons with disabilities and survivors of GBV benefit from access to quality and coordinated services as outlined under the RGC's NDSP and NAPVAW.

1. **By 2028**, select service providers deliver higher quality GBV and disability services to increasing numbers of people in the target provinces.
2. **By 2028**, select national and sub-national policy and planning processes respond to the priorities of survivors of GBV and people with disabilities.

### About the Opportunity

Abt Global is recruiting **three Provincial Advisors** to support the implementation and the coordination of the ACCESS 2 program at the sub-national level including Kampong Speu, Kampong Cham, and Siem Reap. Each Provincial Advisor is required to select the preferred province and mention where they would prefer to be based in the application.

Under direct supervision of the Team Leader, the role of Provincial Advisors in the ACCESS 2 program is multifaceted, involving support and coordination at the sub-national level. Provincial Advisor(s) will provide implementation, coordination, monitoring, and administrative support to the Program

team and will work closely with each of the Technical Leads, the Evidence and Learning Manager, Communications and Media Manager, as well as the Deputy Team Leader and the Team Leader.

Provincial Advisor(s) will work and closely with sub-national government partners and the Provincial Coordination Committee (PCC) (which is part of the governance structure of the ACCESS 2 program to oversee the implementation of the ACCESS 2 program at sub-national level). Provincial Advisor(s) will support sub-national government partners in each respective province including Deputy Provincial Governors, Provincial Disability Action Council (P-DAC), Provincial Department of Women Affairs (PDoWA), Provincial Health Department (PHD) and related stakeholders toward the agreed provincial priorities, and the implementation of RGC's NDSP and NAPVAW at the sub-national level. Provincial Advisor(s) will also work closely with Strategic Implementing Partners based in each province for daily support and coordination of the ACCESS 2 activities including providing technical support to the Organisation of Persons with Disabilities (OPDs).

Provincial Advisor(s) will work directly with Strategic Partners Liaison Officers (GBV and Disability) and support the implementation of all interventions relevant to the four workstream of the ACCESS 2 program (Disability Inclusion, Rehabilitation, GBV, and Indigenous).

## **Core Responsibilities:**

### **Coordination and Administrative Support (Approximately 50% of time)**

- Assume responsibility for day-to-day management of initiatives in the province under the four workstreams;
- Support organization of internal (Team) and external meetings and workshops (e.g., six-monthly Provincial Coordination Committees meetings, quarterly meetings of the GBV Response Working Group, quarterly meetings of Provincial Disability Action Council (P-DAC)) including preparation and dissemination of meeting materials, presentations, and other secretariat functions;
- Collaborate with the Communications and Media Manager and line supervisor in the production and dissemination of program communications materials;
- Coordinate with the Operations and Finance team to provide required program-related information for financial reporting and budgeting;
- Support the Technical Leads and Evidence & Learning Manager in the annual planning process including contributing to reporting, and documentation of lessons learnt, as required;
- Perform other duties as requested in support of the effective implementation of the four workstreams.

### **Monitoring and Evaluation (Approximately 20% of time)**

- Support the collection and analysis of sex- and age-disaggregated data to input into the program monitoring and evaluation system;
- Support to grantee programs and government institutions at their respective province in terms of M&E, including preparing M&E system and tools, planning and M&E implementation;
- Contribute to compile and analyse M&E information regarding the progress at their respective province;
- Field monitor activities of grantees through regular field visits and communication at their respective province;

- Ensure that grantees' interventions are contributing to the overall program objectives;
- Coordinate research and analysis, including the engagement of external technical experts and researchers, as necessary, and quality assuring all outputs at sub-national level;
- Support annual planning process.

### Support to Technical Assistance and Capacity Building at the sub-national level (Approximately 20% of time)

- Contribute to the development of awareness raising materials and staff training materials to raise awareness on issues of Disability Inclusion and Gender Equality and ensure that they are integrated into programming;
- Participate in team meetings and workshops, providing input into the design and implementation of program initiatives, where appropriate;
- Provide ongoing support to and maintain a collaborative communication with local OPDs regarding their engagement with the program and local authorities' priorities.
- Grant Management and Stakeholder Coordination Support (Approximately 10% of time)
- Support its supervisor in liaison with government counterparts at sub-national levels including P-DAC, PoSVY, PDoWA, PHD and others as required;
- Maintain substantial communication and relationship with sub-national governments;
- Support engagement of DPOs and grass root civil society organisations in the Program at sub-national level and national level;
- Provide grantees with information and support as needed.

### About You

We are seeking an individual who has:

- Postgraduate qualification in a relevant area such as social sciences, public health, rehabilitation, gender studies or other development studies.
- Minimum 3 years working in relevant thematic areas, including in coordination, Gender Based Violence, Disability inclusion, project management, and/or monitoring and evaluation.
- Demonstrated understanding of the complexity of social service delivery for vulnerable groups and/or local governance in Cambodia;
- Demonstrated experience in implementation of monitoring and evaluation activities for large development programs;
- Strong liaison building skills with a variety of stakeholders, including experience working with government partners;
- Strong skills in capacity building and facilitation and problem solving skills;
- Professional written and verbal communication skills in Khmer and English;
- Self-starter and ability to work as part of a team, in collaboration with other technical experts and independently, as required;
- Experience working with NGOs, CSOs, grassroots organizations in service delivery and/or advocacy is a strong asset.

## How to Apply

Please submit your application online; attach your cover letter and CV as a single document, addressing how you meet the requirements of this role to below job link. ***Please nominate your preferred province in your application.***

[Provincial Advisor - ACCESS 2 - Abt Global Careers \(oraclecloud.com\)](#)

**Closing Date: Midday AEST, Monday, April 24, 2024 #LI-AUSBRIT**

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ONLY INSERT THE BELOW TEXT FOR EXTERNAL JOB ADS – it does not need to be copied into ATLAS As it will auto-populate with this description.

## About Us

Abt Associates is a mission-driven, global leader with a proven track record in complex program implementation in the international development sector. We offer bold solutions and technical excellence in Health, Economic Growth, Governance, Research & Evaluation, Environment & Energy, Gender Equality & Social Inclusion. Working with our many partners, we have driven measurable social impact for more than 55 years, to achieve our mission of improving the quality of life and economic well-being of people worldwide. We operate in remote and challenging environments and employ more than 3,700 staff in over 50 countries. For more information about us and what we do, visit our website at [www.abtassociates.com](http://www.abtassociates.com)

## Equity

Abt Associates values individuality and celebrates difference with a strong commitment to diversity, equality, racial equity, gender, and disability inclusion. We strongly encourage people from culturally and linguistically diverse communities and Aboriginal and Torres Strait Islander people to apply for this position. We offer flexible work arrangements and a culturally safe environment for staff members from diverse racial and ethnic backgrounds.

## Safeguarding

We are deeply committed to safeguarding, to protect and prevent harm and abuse to individuals we work for and who work for us. Our recruitment and selection procedures reflect our commitment to protecting children and vulnerable adults from abuse and exploitation. We will not tolerate discrimination, harassment, child abuse, sexual abuse or exploitation in any form, and expect everyone to be treated with respect and dignity.