
Abt Global is looking for a Strategic Partner Liaison Coordinator - Disability– (ACCESS 2 Program) – Cambodia

The Strategic Partner Liaison (Disability) will:

- **Support Implementation Across Workstreams**
Provides support for all interventions under the ACCESS 2 Disability workstream, while actively collaborating with other technical areas such as GBV, Social Inclusion, Gender Equality, and Public Financial Management.
- **Program Coordination and Monitoring**
Delivers implementation, coordination, monitoring, and administrative support to the Program team to ensure effective delivery of activities.
- **Cross-Team Collaboration**
Works closely with Technical Leads, the Evidence and Learning Manager, Communications and Media Manager, Deputy Team Leader, and Team Leader to align efforts and maintain cohesive program execution

About the Program

The Australia-Cambodia Cooperation for Equitable Sustainable Services – Phase 2 (ACCESS 2) builds upon a decade of Australian support to Cambodia to improve service delivery for survivors of gender-based violence (GBV) and people with disabilities. The investment gives effect to Australia and Cambodia's shared commitment to advancing gender equality, disability, and social inclusion.

ACCESS 2 commenced in August 2023 and will run until September 2028.

About the Opportunity

The Strategic Partner Liaison (Disability Inclusion) will play a key role in supporting the ACCESS 2 Disability Inclusion and Rehabilitation workstreams, reporting directly to the Disability Inclusion and Rehabilitation Lead. This position ensures disability inclusion is embedded across program interventions and works collaboratively with other technical areas such as Gender-Based Violence (GBV), Decentralisation and Social Protection. . The Liaison will provide implementation, coordination, monitoring, and administrative support to the Program team.

They will work closely with Technical Leads, the Monitoring, Evaluation and Learning Manager, Communications and Media Manager, Deputy Team Leader, and Team Leader to ensure cohesive program delivery.

This is an exciting opportunity for someone passionate about inclusive development and cross-sector collaboration. The role offers a dynamic environment where your contributions will help shape impactful, inclusive programming across ACCESS 2's initiatives.

Core Responsibilities:

Coordination and Administrative Support

- Assume responsibility for day-to-day management of initiatives under the Disability Inclusion and Rehabilitation workstreams, with punctual support to the GBV and Decentralisation portfolios.
- Support organization of internal (Team) and external meetings and workshops (e.g. six-monthly Disability Inclusion and Rehabilitation workstream meetings) including preparation and dissemination of meeting materials, presentations, and other secretariat functions.
- Collaborate with the Communications and Learning teams in the production and dissemination of program communications materials.
- Coordinate with Operations and Finance team members to provide required program-related information for financial reporting and budgeting.
- Support the Disability Inclusion and Rehabilitation Lead in annual planning process.
- Coordinate the development of technical outputs, including contributing to reporting, documentation of lessons learnt, as directed by the Disability Inclusion and Rehabilitation Lead.
- Perform other duties as requested in support of the effective implementation of Disability Inclusion, Rehabilitation and GBV.

Grant Management and Stakeholder Coordination Support

- Support Disability Inclusion and Rehabilitation Lead in liaison with government counterparts in MOH, MOWA, MOSVY, DAC, MoI and GS-NSPC.
- Identify and support engagement of OPDs and grass root civil society organizations in the Program.
- Support Disability Inclusion and Rehabilitation workstream grantees and partners to develop their annual planning and reports.
- Support management of sub-contracts and grant agreements related to Disability Inclusion and Rehabilitation initiatives, ensuring compliance with program operating procedures and donor requirements.
- Provide grantees with technical assistance; and
- Provide grantees with information and support as needed.

Support for Technical Assistance and Capacity Building

- Participate in team meetings and workshops, providing input into the design and implementation of program initiatives, where appropriate.
- Support Disability Inclusion and Rehabilitation Lead in strengthening links to, and integration of, relevant social protection schemes
- Provide capacity building to SIPs, ACCESS 2, and government counterparts in terms of digital accessibility.

Monitoring and Evaluation

- Support the collection and analysis of sex- and age-disaggregated data to input into the program monitoring and evaluation system.
- Compile and analyze M&E information from Disability Inclusion and Rehabilitation workstream grantees.
- Monitor activities of grantees through regular field visits and communication.
- Support and guide grantees' interventions are contributing to the overall program objectives.
- Support annual planning process and six-monthly reporting process.
- Support facilitation of six-monthly reflection and refocus process.

About You

We are seeking an individual who has:

- Postgraduate qualification or higher in a relevant area such as social sciences, public health, rehabilitation, gender studies or other development studies.
- Postgraduate qualification in a relevant area such as social sciences, or development studies.
- Minimum 5 years working in relevant thematic areas, including in 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
- Excellent written and verbal communication skills in English and Khmer.
- Ability to work as part of a team, in collaboration with other technical experts and independently, as required; and
- Experience working with NGOs, CSOs, grassroots organizations in service delivery and/or advocacy are a strong asset.

Commitment to Equity: Abt Global values individuality and celebrates difference with a strong commitment to diversity, equality, racial equity, gender, and disability inclusion. We offer flexible work arrangements and a culturally safe environment for staff members from diverse racial and ethnic backgrounds.

Commitment to 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.

Disclaimer: Abt Associates will never ask candidates for money in exchange for an offer of employment.

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. Please nominate your preferred province in your application.

https://egpy.fa.us2.oraclecloud.com/hcmUI/CandidateExperience/en/sites/JoinAbt/job/106722/?utm_medium=jobshare&utm_source=External+Job+Share

Closing Date: Midday AEST, Thursday, November 6, 2025 #LI-AUSBRIT