

URGENT

VACANCY ANNOUNCEMENT

World Vision is a Christian, relief, development and advocacy organization dedicated to working with children, families and communities to overcome poverty and injustice. We work through our main sectors – health and nutrition, water and sanitation, economic development and child protection – serving all people, regardless of religion, race, ethnicity or sexual orientation. Our work is always child-focused, participatory and community driven.

World Vision has been in Sri Lanka since 1977 and currently serves in 26 locations in 13 Districts across the country through long-term development programmes. In 2023 we directly impacted the lives of over 100,000 most vulnerable children and their families.

**Project Coordinator - Building Resilience and Strengthening Community
Disaster Preparedness in Sri Lanka Project
Location: Lindula**

This position is only until 31 July 2025.

Job Profile

The Project Coordinator is responsible for providing overall leadership and management of Building Resilience and Strengthening Community Disaster Preparedness in Sri Lanka (BHA3) grant project implemented in a particular Division. S/he will provide strategic and field level leadership to develop and implement the BHA3 Project successfully. The Project Coordinator will ensure adherence to overall technical and programmatic quality in implementation and regulations and the timely submission of overall deliverables given in the project proposal.

Major Responsibilities

- Collaboration with relevant technical team, develop implementation models, delivery mechanism and approaches.
- Work closely with the relevant government organizations and target beneficiaries to implement the project.
- Plan & organize effective donor visits in coordination with partners, government entities and communities.
- Strong Community level engagement with community leaders, community-based structures and other local entities.
- Regular coordination meetings with District/ Divisional Secretariat Offices, other relevant government entities, agencies and other stakeholders.
- Ensure required information to report in compliance to the donor requirement and standards.
- Facilitate regular discussions with consultants, World Vision Lanka (WVL) technical advisors and the project team to ensure quality technical inputs for project implementation.
- Mobilize technical, human, financial resources and assist stakeholders and community partners to identify and mobilize community resources needed for project implementation.
- Create and Maintain the standard documentation as per the Grant requirement.
- Manage project Divisional budget within approved spending levels.
- Ensure project spending is in consistent with the planned project budget, prudent and spent in accordance with donor rules and regulations to ensure low risk audits.
- Close cooperation with Project Manager/ Area Programme (AP) Team for implementation of the objectives as well as close collaboration within the Project Team on donor positioning, lessons learned, grant health and quality improvements.

Required qualifications, experience & competencies

- At least 3-4 years of experience in Community Development, Programme/ Project Coordination in an international organization preferably in the International non-governmental organization (INGO) context.
- Bachelor's degree in Social Sciences, International Development Studies or Community development.
- Experience in project implementation, community mobilization and participatory approach would be an advantage.
- Experience in capacity building for local stakeholders/partners.
- Experience in working for Disaster Risk Reduction (DRR) or climate smart agriculture sectors is an added qualification.
- Strong interpersonal skills and well-developed written and oral communications in Tamil and/or Sinhala. Fluency in written & spoken English.

Email to: vacancies_wvlanka@wvl.org

(Please mention the designation on the subject and the salary expectation on the email body)

Closing Date: **10 September 2024**

Only shortlisted candidates will be notified.

World Vision is an employer who has zero tolerance towards individuals who violate/abuse children or adults.
World Vision Lanka is committed to a drug, alcohol, and tobacco-free environment.

Prevent | Protect | Restore