



# TEAM LEADER – VIETNAM URBAN RESILIENCE

SNV

LOCATION: HANOI, VIETNAM







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# ABOUT SNV



**SNV** is a global development partner, deeply rooted in the countries where we operate. We are driven by a vision of a better world: A world where across every society all people live with dignity and have equitable opportunities to thrive sustainably. To make this vision a reality, we need transformations in vital agri-food, energy, and water systems. SNV contributes by strengthening capacities and catalysing partnerships in these sectors. We help strengthen institutions and effective governance, reduce gender inequalities and barriers to social inclusion, and enable adaptation and mitigation to the climate and biodiversity crises.

Building on 60 years of experience we support our partners with our technical and process expertise and methodological rigour. We do this in more than 20 countries in Africa and Asia with a team of approximately 1,600 colleagues. By being adaptable and tailoring our approaches to these different contexts, we can contribute to impact at scale, resulting in more equitable lives for all.



# THE ROLE



SNV is seeking an experienced **Team Leader** to lead an upcoming programme supporting Urban Resilience and Climate Adaptation in Vietnamese cities (contingent to funding).

As the Team Leader, you will be responsible for overseeing and managing activities under components A and B of the programme--Support the Ministry of Construction in national and local level policy development (comp A) and pilot project implementation (comp B).

The Team Leader will oversee all aspects of this project. The project will achieve more resilient urban spaces through policy engagement, and by testing integrated and resilient climate change and green growth strategies at the national, subnational and municipal levels. The programme will support the Government's Action plan with improved national legal frameworks, policies, and regulation while measuring urban performance through better data guidelines, collection, and utilization of institutionalized urban indicators. This work will be done in partnership with reputable institutions and technical experts.

The Team Leader will support 4-6 city and provincial governments to pilot and test policies that stem from Component 1 recommendations. Component B serves as a practical test of these more integrated approaches to urban challenges and ultimately serve a growing urban population in Vietnam.

Join SNV as our Team Leader and make a meaningful impact on Vietnamese cities' resilience and development.



# KEY RESPONSIBILITIES



## Coordination

- **Project Coordination:** Coordinate synergies between project components as well as coordination between the Ministry of Construction (MoC), subnational, and municipal levels (cities will be preselected). Project results from both components must be consolidated and aligned in program reporting.
- **Policy dialogue, formulation, and coordination:** Guide and support policy dialogue and creation with relevant stakeholders at the national and subnational levels.
- **Project set-up and design:** Establish project structures and procedures, ensuring alignment with organizational guidelines, accounting principles, and donor requirements.

## Management

- **Project Management:** Lead and manage project teams, assign deliverables, monitor progress, address deviations, and facilitate project closure and evaluation.
- **People Management & Team Leadership:** Guide, develop, and motivate team members. Prepare resource estimation for recruitment and advise on contract conditions.



# KEY RESPONSIBILITIES



## Knowledge Management

## Compliance

- **Analysis & Reporting:** Collect, consolidate, and review project information following monitoring and evaluation guidelines. Provide insights and recommendations for organizational policies and practices.
  - **Knowledge Development:** Contribute to internal and external knowledge sharing by documenting project insights, attending workshops/conferences, and applying lessons learned.
  - **Results & KPIs:** Ensure structured project management, timely implementation, quality deliverables, compliance with contracts and budget, appropriate staffing, risk mitigation, and insightful reporting.
- **Technical quality assurance:** Ensure the quality of project deliverables and provide technical input to meet the required standards.
  - **Contract Management & Project Accounting:** Ensure compliance with administrative, finance, and HR components of the project. Manage project budget, obtain approvals for contract/budget deviations, and mitigate financial risks.



# QUALIFICATIONS

## Professional Experience

The SNV logo is a blue hexagon with the letters "SNV" in white, sans-serif font.

- Master's degree in urban planning, engineering, architecture, hydrology, sustainable development or related field.
- Minimum 5 years of relevant experience in programme management, in particular in programs that support capacity development and technical assistance in urban development programs.
- Proven experience working with national and local authorities and the development/approval of national policies and regulation.
- Experience in public policy and the facilitation of public policy dialogue with national, subnational, provincial and municipal governments.
- Understanding of urban services: water supply, sanitation, solid waste and urban drainage / flood risk management / nature-based solutions (NbS).
- Experience in human-centred and participatory stakeholder engagement.
- Experience in managing complex projects' budget above EUR 5 million.
- Experience with Swiss international development cooperation or with transferring Swiss know-how to developing contexts would be an asset.
- Experience working in Southeast Asia.
- Experience working in Vietnam an asset.
- Fluency in written and spoken English.



# PREFERRED

- Extensive experience managing grants and navigating political situations.
- Profound knowledge of project management procedures, systems, and finance processes.
- Strong leadership and team management skills.
- Experience in working with the private sector and investment sources of revenue and/or blended finance
- Commitment to continuous learning and knowledge sharing.
- Analytical mindset for data analysis and reporting.
- Strong interpersonal and communication skills.
- Result-oriented with a focus on impactful outcomes
- Knowledge of Vietnamese language

SNV





# TO APPLY



This position is open to **national and foreign candidates** and is contingent on funding. Expected start date of January 2025 may be subject to change based on funding timelines.

Interested candidates should send a CV and letter of motivation to Delphine Barringer-Mills at [dbm@dbmco.be](mailto:dbm@dbmco.be). Please include the following subject to your email: your **name.SNV.UrbanResilience**

Qualified candidates will be invited to an introductory call and interview with the recruiter. Recommended candidates will be formally presented to SNV. Those selected will move into the second phase with the client. More details will be provided to those candidates who are selected in the initial stage.

References will be checked for finalists only with your permission.

