



UNDP is the UN's global development network, advocating for change and connecting countries to knowledge, experience and resources to help build a better life.

**VACANCY ANNOUNCEMENT FOR INTERNATIONAL
Technical Advisor (National Round Table Process)
Fixed Term Appointment (FTA) - P5 Level (*Extended Deadline*)
*Initial Contract 12 Months (renewable)***

UNDP Lao PDR seeks qualified candidates for the post of Technical Advisor to the Lao Government Ministry of Planning and Investment (MPI) to support the Department of International Cooperation (DIC) which is responsible for managing the Round Table Process (RTP) and for mobilizing/coordinating development assistance to support the implementation of the 7th National Five-Year Plan (NSED). The Technical Advisor (TA), in cooperation with other advisors in the MPI support programme, will work closely with relevant MPI Departments, line ministries and provinces to ensure that the overall programme objectives are achieved.

Duties and responsibilities

- Provide high quality policy and technical support to the MPI to further elevate the quality and effectiveness of the Round Table Process to support the implementation of the NSED
- Provide support in planning and organization of high quality Round Table Meetings (RTMs), annual Round Table Implementation Meetings (RTIMs) and more focused thematic pre-consultations including drafting high quality background documents and relevant strategies and papers
- Provide substantive assistance to further strengthen the effectiveness of the government-led sector coordination mechanisms (Sector Working Groups -SWGs-) and their coherence within the RT process in support of the 7th National Five-Year Plan implementation
- Coordinate with line ministries and development partners through the SWG mechanism to facilitate substantive inputs to annual plans, budgets and Public Investment Programmes (PIP) as well as planning of implementation reviews
- Provide assistance in the effective implementation and monitoring of the Country Action Plan (CAP) of the Vientiane Declaration on Aid Effectiveness, implementation of the ODA database and capacity building for the effective mobilization, management, coordination and effective use of ODA
- Assist in partnership building and resource mobilization for the programme
- Ensure overall programme coordination and synergy among different programme components

Qualifications and experience

- Minimum a Master's Degree in Economics or Development Economics
- At least 10 years of substantive experience in facilitating government-led ODA coordination, in development planning, partnership building for development and resource coordination and integrating ODA into planning and budgeting in developing countries
- Extensive experience with in-depth understanding of government/donor coordination mechanisms. i.e. round table process, and familiarity with evolving global debate on aid effectiveness issues
- Experience with related issues in Lao PDR or similar transition economy structure is an asset
- Strong English language communication skills, especially strong English language drafting skills. Ability to speak Lao is an asset

Detailed job description available in the Human Resources Office and

<http://www.undplao.org/vacancies/>

The applicants are required to **Apply Online** via the website above

Please apply by **22 May 2011**

Telephone: (856-21) 267777 or Fax: (856-21) 267799

Female candidates are encouraged to apply
Only short-listed candidates will be contacted for interview