



DEPUTY REGIONAL DIRECTOR, ASIA

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| Location: | Bangkok, Thailand |
| Expected Start: | June 01, 2010 |
| Compensation: | Competitive salary and benefits |
| Close Date: | March 09, 2010 |

ABOUT RIGHT TO PLAY

Mission: To improve the lives of children in some of the most disadvantaged areas of the world by using the power of sport and play for development, health and peace.

Vision: To create a healthier and safer world through the power of sport and play.

Right To Play is the leading international humanitarian and development organization using the transformative power of sport and play to build essential skills in children and thereby drive social change in communities affected by war, poverty and disease. Right To Play creates a safe place for children to learn and fosters the hope that is essential for children to envision and realize a better future. The United Nations Convention on the Rights of the Child guides our work. Right To Play programs target the most marginalized individuals including girls, persons with disabilities, children affected by HIV and AIDS, street children, former child combatants.

POSITION SUMMARY

Reporting to the Asia Regional Director, the Deputy Regional Director (DRD) is a key member of the senior management team at the regional level. The DRD is responsible for leading administrative, human resource and financial management and support program management functions of the Asia Region.

ROLES AND RESPONSIBILITIES

1. Administration and Logistics

- Lead the standardization and strengthening of regional and national organizational systems and structures
- Support country level administrators on legal issues, procurement and other administrative procedures and practices
- Provide leadership and assistance to national staff to ensure operational alignment between Right To Play Asia and Right To Play International
- Ensure medical, emergency and security plans are developed, in place and updated regularly

2. Human Resources

- Ensure that organizational human resource practices are applied at the regional and country level
- Support the development of country level human resource manuals
- Provide oversight of contracts and compensation for regional and national staff
- Work with regional and country staff to develop individual work plans and lead performance evaluation within the region
- Recruit and select professional staff at the regional and country level

3. Finance

- Ensure that organizational financial policies and procedures are applied at the regional and country level
- Supervise and support the Regional Finance Officer
- Collaborate with the regional and country staff in the preparation of annual budgets
- Provide quarterly budget to actual spending financial analysis
- Conduct financial analysis of project spending and ensure expenditure is aligned with annual budgets

4. Program Management

- Support the timely completion and submission of all project reports both programmatic and financial
 - Supervise the development and implementation of monitoring and evaluation plans to improved program delivery
 - Represent Right To Play Asia within ARO and externally in the absence of the Regional Director, as requested
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QUALIFICATIONS AND EXPERIENCE

Skills and Experience

- At least 8 years minimum post-qualification experience in management of development projects, preferably within a non-governmental organization
- Master's level academic qualifications in a related field
- Previous experience in international development of humanitarian assistance in Asia
- Experience with program planning, monitoring and evaluating
- Significant practical experience managing complex financial systems and processes
- Experience developing and managing budgets in addition to financial reporting and analysis
- Demonstrated ability to provide administrative oversight and support to country teams
- Understanding of humanitarian and development issues specific to the Asia region
- Experience in program areas related to Right To Play's thematic areas of intervention are an asset
- Fluency in spoken and written English, fluency in Thai a significant asset

Personal Characteristics

- A belief in the power of sport and play as tools for development
- Independent self-starter with a high degree of comfort working with minimal direction and the willingness to accept the direction provided
- A solid team player; a natural leader with deep sense in integrity and common sense
- Diplomatic and culturally sensitive/aware
- Belief in principles of inclusion in sport and play
- Sense of humor and positive attitude
- Willingness and ability to travel often, sometimes on short notice

Please forward your full application package including a cover letter and C.V. to:

rtpapplications@gmail.com

Please note that Thai Nationals are encouraged to apply.