

Job Offer

Director of the PSE Institute (Vocational Training Institute)

PSE presentation:

Pour un Sourire d'Enfant (PSE) – For a Child's Smile is a non-profit organization founded by Christian and Marie-France des Pallières, operating in Cambodia since 1995.

Its mission is to help children suffering acute hardship by reintegrating them into society and leading them to decent, skilled and well remunerated jobs.

Recognized by the local authorities, PSE is working with full respect of the country, with the Cambodians, and thus supports sustainable development.

PSE is operating six main programs : nutrition, healthcare, protection and accommodation, general education, vocational training and family support.

PSE is taking care of more than 6,500 children and 4,500 graduates from PSE Vocational Training program already have successfully integrated the job market with a real qualified position.

PSE employs more than 600 people in Cambodia (Phnom Penh mainly) and 5 staff at the headquarter in France. 300 volunteers in different countries are actively working on making the organization known, on fundraising donations and sponsorships.

In 2000, PSE was awarded the French Human Rights Prize by the French Republic.

Job position : Director of the PSE Institute

Recognized officially by the Royal Government of Cambodia, PSE Institute (PSEI) delivers diplomas approved by the Ministry of Labor and Vocational Training. PSEI offers on its campus in Phnom Penh professional training with theory and practice in the fields of Business, Hospitality and Tourism, Beauty and Spa, Mechanics, Construction and Media. PSEI employs more than 150 staff for a budget of over \$1,5M and a total of nearly 1500 students.

The position is reporting directly to the General Manager of PSE in Phnom Penh.

Missions :

- Manage and build up a competent managing team for each school of the Institute
 - Ensure that the education provided is in line with the Cambodian employment market requirements to give access to good job opportunities (content and salary) and always at the right level of quality
 - Develop the right curriculum, study content and practical activities to have diplomas recognized at national and/or ASEAN level
 - Assess the quality of the teachers, and provide means and training for them to upgrade their knowledge and teaching skills, in coordination with the HR Director
 - Manage language schools (French and English) to ensure that all graduates have the proper foreign language level
- Collaborate with the other departments of PSE, particularly with social team of PSE to limit students' dropout

- Oversee the operation of PSE-I institute to ensure efficiency and effectiveness, as well as cost efficiency
- Manage both direct and in-direct reporting lines to ensure they are motivated and perform their roles at their highest level; promote and encourage PSE culture and values to ensure that day to day actions of staff demonstrate these values
- Work with institutional, private and public organisations to promote TVET in Cambodia, and specifically, PSE-I as a national benchmark for vocational training education, and develop external partnership
 - with companies of the targeted sectors
 - with other NGOs to enlarge training opportunities
- Manage annual planning, workforce planning, people evaluation, budget definition and follow-up, reporting activities (internal and for donors)
- Take responsibility of any project linked with the Institute (e.g. upcoming renovation of the application restaurant of the school of hospitality and tourism)

Profile:

- Master degree in Education, Management or equivalent, engineer
- Minimum 10 years or managerial experience with a proven record of successful leadership, people management, motivation and development
- Results / solution oriented, able to set clear goals and ensure operational follow-up; rigorous and organized
- First proven experience in the fields of education and/ or vocational training highly appreciated
- Fluent in English in a multicultural environment; good level in French and/or Khmer would be an asset
- Good communication skills to attend international meetings and make efficient presentation

Practical information :

Type of Contract : local of VSI contract, 2 to 3 years minimum commitment.

Compensation : monthly gross salary of \$2500 minimum, on a 13 months basis.

Possibility of **VSI contract** for European Union Nationals providing comprehensive coverage for healthcare, assistance/repatriation insurance, pension contribution, plane ticket one way and return, plus round plane ticket once a year to home country

Localization : Phnom Penh, Cambodia

Starting date : immediate

Details and contact :

www.pse.org for comprehensive information concerning PSE

Applications with cover letter and resume should be sent to rh-france@pse.org