About Us: Chab Dai Coalition is an organization dedicated to the eradication of human trafficking and sexual violence. As we work to eliminate modern slavery, we also continue to develop relationships with partners, stakeholders, and our community. “Chab Dai” means “joining hands.” Keep reading to see how you might join hands with us in the effort against worldwide oppression.

Mission: We seek to end all forms of abuse and modern slavery globally by building a movement to empower communities, to strengthen systems, and to restore justice and wellbeing with survivors.

Vision: We see a world where communities live in dignity, harmony, and freedom.

Our Core Values:

1. Collaborative & Connective
2. Empowering
3. Innovative Learners
4. Responsible & Accountable
5. Faith-inspired

About the Role

Title: National Director

This position is based in Phnom Penh, Cambodia.

The role of the National Director is to be an ambassador for Chab Dai and oversee and lead the Cambodia vision, mission, operations functions and activities. You will be the face of Chab Dai Coalition, responsible for giving the proper strategic direction and decision making as well as motivating staff and implementing high-quality programs. Working closely with the Executive Director and key leadership staff, you will provide advice, motivation and communication to ensure a high and consistent standard of practice that aligns with the organisation’s vision, mission, core values and objectives. You will also represent Chab Dai with the Cambodian government and other stakeholders.

This role reports to the Executive Director and Founder and is a full time post.

Organisational Collaboration:

Chab Dai’s work is comprised of four main focus groups, or thematic areas. These are: Movement Building, Systems Strengthening, Community Empowerment, and Survivor Restoration. Chab Dai encourages communication and integration across all areas. The ideal candidate for this position will be prepared to work closely with members of all thematic areas and support functions such as People & Culture, Monitoring and Evaluation, and Donor Management Teams.
Key Responsibilities:
These fall into two main areas:

1) Internal - Lead the Cambodia team and directly oversee and support the Leadership Council and
together develop all organisational policies and standard operating procedures and review on a regular
basis, and when necessary, implement changes to reflect the Cambodian Law. Model and socialise our
core values and professional identity at all times.

2) External - Represent Chab Dai professionally and ethically with the Cambodian Government, external
stakeholders and donors in all forms of communications (phone, emails, conferences, presentations
and face to face meetings). Maintain up-to-date awareness of all our projects and outcomes in order to
communicate this effectively with all external stakeholders.

1) Chab Dai Coalition Cambodia
   1. Provide direction and communication on Chab Dai’s Vision and Mission
   2. Lead the organisation and model the culture in relation to Chab Dai’s Core Values
   3. Build and maintain positive partnerships and communication with existing donors and help to find new
donors.
   4. Develop and implement the Strategic Plan for Chab Dai Cambodia and oversee its effectiveness.
   5. Prepare quarterly organisation and finance reports to the Executive Director and boards.
   6. Advise and input on annual external audits for Chab Dai Cambodia.
   7. Provide direct management, support and supervision of the Head of Programs, Head of Finance and
   Head of People and Culture and;
   8. With the Head of Finance & Administration, develop and oversee financial management of the
      organization and all projects.
   9. With the Head of Programs, develop and oversee the proposals, reporting and monitoring of all
   10. With the Head of People and Culture, develop and oversee the staff policies and development of the
      Chab Dai Cambodia team.
   12. Advise/participate in abuse cases where allegations involve Chab Dai Cambodia staff and member
       organisations.

2) Cambodian Government and Other External Stakeholders:
   1. To build maintain a positive relationship and accountability with the Royal Government of Cambodia
   and ensure compliance with Government requests, laws and protocols.
   2. Process the necessary documentation to renew Chab Dai Coalition’s Government MOU’s and legal
   registration.
   3. Represent Chab Dai Cambodia to, and provide technical support for, the National Committee for
   Counter Human trafficking, MOSAVY and MOI to address human trafficking in Cambodia.
   4. Build and maintain positive partnerships and communication with existing donors and help to find new
   donors.
   5. Meet with other external partners and visitors and represent Chab Dai to inform them on the current
   trafficking situation in Cambodia and the region and our program responses.
   6. Represent Chab Dai in external conferences and presentations, acting as Chab Dai’s subject Matter
       Expert.
Key Attributes:
- Excellent leadership and organizational management skills.
- Can align with Chab Dai’s core Values - faith-inspired, collaborative, empowering, responsible, learners.
- Strong verbal and written communication skills in English and Khmer.
- Ability to work sensitively with people from a variety of cultural, social and organizational backgrounds.
- Strong competency in financial management practices; including operational budgets, financial records and policy.
- The ability to work with, and understand, data driven responses and impact.
- A desire to build a strong organization from within, championing staff and ensuring their professional and personal wellbeing, promoting a sense of pride in all that Chab Dai Coalition seeks to achieve.

Requirements & Qualifications:
- Proven experience as a director or leader of an NGO in Cambodia
- Strong problem solving, critical thinking and conflict management skills
- Relevant and up to date understanding and communication of the issues in Cambodia and the Region relating to abuse and human trafficking.
- Masters degree in leadership, business administration or relevant field.
- More than 10 years’ experience in relevant NOS sector.
- Committed to the Vision, Mission and Core Values of Chab Dai.

Employee Benefits:
- Holidays (18 vacation days and all Cambodian holidays)
- Leave (Sick, Maternity, Paternity, Special, Without Pay)
- Time Off in Lieu (within one month of overtime)
- Bereavement Payment
- Insurance (health and accident)
- Seniority Indemnity
- Allowance (Transport and phone)