



**DETAILED VACANCY ANNOUNCEMENT  
SASP CO-ORDINATOR  
SOUTH ASIAN SEAS PROGRAMME**

**SOUTH ASIA CO-OPERATIVE ENVIRONMENT PROGRAMME**

South Asia Co-operative Environment Programme (SACEP) invites applications for the post of SASP Co-ordinator.

SACEP, based in Colombo, Sri Lanka is an Inter-governmental Organization (IGO) established in 1982 to promote and support protection, management and enhancement of environment in the region ([www.sacep.org](http://www.sacep.org)). Its member countries are Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan and Sri Lanka. SACEP is also the Secretariat of the South Asian Seas Programme covering its five maritime member states (excluding Afghanistan, Bhutan and Nepal). The overall objective of the SASP is to protect and manage the marine environment and related coastal ecosystems of the region in an environmentally sound and sustainable manner. The objectives are to :-

- Establish and enhance consultations and technical co-operation among states within the region
- Highlight the economic and social importance of the resources of the marine and coastal environment
- Establish a regional co-operative network of activities concerning subjects/projects of mutual interest for the whole region.

**Position:**

1. The SASP Co-ordinator, will be required to provide technical direction in the efficient and effective functioning of the organization and fulfillment of SASP's mandate and will be responsible for;
  - i. Programme planning, budgeting, strengthening, resource mobilization including fund raising and their successful implementation.
  - ii. Build and develop close relationships with the stakeholder bodies, including alliance partners and other organizations on formulation of project proposals. Preparation of inception reports, strengthening plans and in programming of workshops and in preparation of Reports
  - iii. Assisting the Director General in organization, preparation and conduct of meetings, including documentation of key issues.
  - iv. Drawing up detailed terms of reference of the duties, responsibilities for SAS Programme Officers / Consultants with the direction of the Director General.
  - v. Liaising with SASP member countries on programme activities and follow up action of SACEP, International Agencies and National Focal Points.
  - vi. Performing other functions and responsibilities entrusted by the Director General

The SASP Co-ordinator is expected to assume his duties by mid September 2012 and the vacancy shall be opened to the nationals of the member countries (Bangladesh, India, Maldives, Pakistan and Sri Lanka) of the SAS Programme on contract basis initially for one year and extendable annually upto 3 years purely at the discretion of the Director General of SACEP.

**Qualifications:**

- He/She should have an Advanced University Degree (Post Graduate qualification) in an appropriate discipline (Marine Sciences, Environmental Sciences or Natural Resource Management)
- 10 years of professional experience after Masters Degree or a minimum of 7 years in case of Ph. D.
- Knowledge on project identification, formulation and management, implementation
- Experience of the procedures adopted by the UN Agencies / other technical or financial assistance agencies will be an added qualification
- It would be very desirable for the SASP Co-ordinator to establish a good working relationship with governments of SACEP member and non-member countries, international and regional bodies, aide agencies, relevant non-government organizations, senior management in private sector corporations, companies and foundations etc.
- Good interpersonal skills and the ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity
- Excellent reading, writing and communicating skills in English and knowledge of another language spoken in the region will be an advantage
- Computer literacy of high standards.
- Age: below 50 Years

The remuneration package will be US \$ 2,500/- per month all inclusive.

Applications should be submitted under a covering letter, Curriculum Vitae with a recent photograph (within two months) together with two references confirming the required experience and skills to the following address on or before 15<sup>th</sup> July 2012.

Director General  
South Asia Co-operative Environment Programme  
No. 10, Anderson Road, Off Dickman's Road  
Colombo 5 - 00500  
Sri Lanka  
Email : [sacep@eol.lk](mailto:sacep@eol.lk)