



Are you looking for a challenging job opportunity at a growing NGO in a passionate/dedicated team? Child's Dream Foundation in Chiang Mai, Thailand is seeking an ambitious

## Head Programmes – Thailand

**Starting date of position – as soon as possible**

Together as a team, we at Child's Dream are here to empower people in the Mekong-Sub-Region. We do this by working in partnerships with communities to improve the health and education of their children, youth and young adults for sustainable development.

Our programme team in Thailand needs your support with overseeing and leading the management of various education programmes benefitting youth, adolescents, and communities and as well as health programmes for children. You will play a key role in developing and managing programmes, handling the budgets, leading the programmes team, and evaluating our work to achieve our organisational goals.

**Your duties and responsibilities include but are not limited to:**

**Programme Development**

- Support the development and implementation of our programme strategy in Thailand
- Ensure that both existing and new programmes are strategically aligned with the organisation's and country strategy, contributing effectively to strategic goals

**Programme Management**

- Oversee and guide the team in managing their programmes independently (University Scholarship Program International Bachelor, University Scholarship Program Thai Bachelor, Basic Education-High School and Vocational Scholarship Program, Scholarship program with Partners, and Nurse Aid Program)
- Manage and control budgets and the team's administrative expenses in accordance with the budget approved and internal budget regulations
- Support the preparation of annual programme plans including activity planning, designing new interventions and budgeting for approval by the Country Director and Managing Director - Programmes
- Monitor and evaluate programme activities, outputs and outcomes following the M&E plan developed together with our M&E team in our head office in Chiang Mai
- Conduct programme reviews, develop continuation plans and phase-out strategies
- Provide regular feedback and updates on current or potential programmes to the Country Director
- Identify, develop and initiate new programmes and defend proposals with Proposal Evaluation Committee
- Conduct independent site/field visits in Thailand for monitoring, problem solving and managing programs

**Lead and manage our programme team**

- Lead our programme team by setting an example and fostering empathy
- Build a strong team spirit within the organisation
- Promote the capacity development of each team member
- Develop and maintain a strong feedback culture in the team
- Collaborate with the Country Director on Human Resources planning

**Maintain and grow a strong network**

- Build and maintain strong relationships with different stakeholders
- Facilitate donor visits to showcase our impactful work

**We are seeking for someone who can meet the following criteria:**

**Education and work experience**

- A strong interest in working for an NGO and to contribute to our vision and mission
- A Bachelor's degree in Education Administration, International Relations, Development Studies, Social Science, or equivalent education
- Minimum of 7 years of relevant working experience in programme in the I/NGO sector or related field

**Hard skills**

- Proven knowledge of education context in Thailand and Thai-Myanmar border context
- Advanced knowledge in project cycle management and budgeting
- Solid IT skills (MS Word, Excel, Power point, E-mail)

**Soft skills**

- Proven leadership skills to form a working environment
- Demonstrate the ability to accept, implement and give constructive feedback
- Excellent communication and interpersonal skills
- Great attention to detail and a critical mind
- Excellent organisational and time-management skills

**Language skills**

- Basic understanding of Thai
- Burmese, Karen, Shan, Mon and Karenni Thai ethnic language are an advantage
- Highly proficient written and spoken English

**Other requirements**

- Ability to travel frequently, both nationally and Internationally, based on programme needs
- A valid driving licence

**What we offer:**

- A full-time position in our office in Chiang Mai, Thailand
- A multicultural working environment with 14 nationalities in the region
- A working culture based on trust, constant exchange, lean hierarchy, and continuous learning and development
- Salary will be based on relevant work experience, skills, and knowledge, and includes both monetary and non-monetary benefits

Did we spark your interest? Wonderful! Please apply in English with your motivational letter, resume, salary expectations, university transcripts, and two references. The application deadline is **31<sup>st</sup> December 2025**.

We invite you to submit your application through the link below:

<https://childsdream.hrpartner.io/jobs/head-programmes--thailand-kbdpl>

We will of course confirm that we have received your application, but we will only get in contact with you again if you are selected for an interview.