

## PROJECT FIELD OFFICER

Report to: Project Manager

Location: Mae Hong Son

Salary: Commensurate with experience.

Contract: **Fixed term 3 years**

Expected start date: 2 January 2026

### Background:

Thailand hosts one of the world's largest stateless populations, with over 592,000 individuals, including 169,000 children, mainly from indigenous and ethnic minority groups. Statelessness limits access to education, healthcare, legal employment, and freedom of movement, while stigma and discrimination deepen marginalization. Historically, legal gaps and complex registration processes left many unregistered, but recent reforms have created unprecedented opportunities. In 2024–2025, the Thai government introduced accelerated pathways for nationality and residency applications and launched a nationwide fast-track initiative. Effective implementation now requires strong community-level support to help stateless individuals navigate new procedures and ensure inclusive, fair application processes. Civil society organizations play a critical role in outreach, legal assistance, and advocacy.

WVFT (World Vision Foundation of Thailand) is a child-focused organization working to promote the well-being of children and vulnerable populations in Thailand since 1974. WVFT has received funding from the European Union to implement a 3-year program (2026–2028), named Collaborating for Change: Strengthening Partnerships to End Statelessness in Thailand (C4C project) in five provinces to address statelessness and promote social inclusion.

The project aims to reduce statelessness and promote social inclusion and human rights in line with Thailand's commitments and EU priorities. It will empower civil society and directly assist individuals to obtain legal identity documents or nationality, improving access to education, healthcare, and protection services. Implemented across five provinces, the Action focuses on:

1. Increasing civil registration and legal recognition of stateless individuals, including birth registration and issuance of identity documents.
2. Enhancing access to essential services such as education, healthcare, and child protection for stateless and newly documented persons.
3. Strengthening CSO capacity to support and advocate for stateless communities, while empowering women, girls, and youth as agents of change.

### Main Duties and Responsibilities:

The PFO will be responsible for the following duties:

1. Facilitate mobile registration drives and legal clinics in collaboration with district offices and CSOs.
2. Support G-code registration for stateless students and assist Migrant Learning Centers (MLCs) in legal registration processes.

3. Coordinate healthcare and social services access training for newly registered individuals.
4. Organize community awareness campaigns on civil registration rights and procedures.
5. Assist in CSO capacity-building workshops and monitor sub-grant activities.
6. Collect and analyze data for monitoring and evaluation, ensuring timely and accurate reporting.
7. Represent the organization in multi-stakeholder meetings and policy advocacy forums.
8. Ensure all activities integrate gender equality and child protection principles.
9. Prepare timely, accurate and high-quality project reports for donors, stakeholders and the wider public.
10. Perform other duties as required by the Project Manager.

### Required skills and qualifications

#### Essential

- Bachelor's degree in a relevant field or equivalent experience in a related role.
- Strong knowledge and interest in international development; prior experience with civil registration, statelessness issues, or relevant legal frameworks.
- Excellent written and verbal communication skills, with the ability to adapt messages for diverse audiences.
- Solid understanding of data collection and analysis, particularly for monitoring and evaluating project activities and outcomes.
- Ability to work effectively in multicultural settings and with teams from varied economic and cultural backgrounds.
- High level of computer literacy and proficiency in common office software.
- Confidence in presenting organizational work to donors and stakeholders.
- Strong organizational skills with the ability to prioritize tasks and meet deadlines.
- Flexible, patient, and proactive attitude.
- Genuine enthusiasm for civil registration and legal status issues.
- Experience in project management or monitoring and evaluation is desirable.
- Previous experience working or volunteering in community development or the international development sector is an advantage.
- Proficiency in Thai and good understanding of English; ability to communicate in Myanmar language is an asset.