

Seed Knowledge and Capacity Building Manager

Location: Bangkok, Thailand (APSA Secretariat)

Reports to: Technical Lead

Job type: Full time, hybrid (in-person + work from home according to organization policy)

THE ORGANISATION

The Asia and Pacific Seed Association (APSA) is the regional seed association comprising more than 500 seed companies and associations from around 40 countries within the APAC region and beyond. Our mission is to support sustainable agriculture through the production and trade of quality seed around the world. Our work focuses on advocacy, capacity building, and encouraging business collaboration and trade.

THE ROLE

APSA's Seed Knowledge and Capacity Building Manager is responsible for managing and enhancing its unique offerings centered around knowledge exchange, capacity building, and knowledge base development. This role will position APSA as a knowledge and resource hub providing a competitive advantage for the association's member base. The Seed Knowledge and Capacity Building Manager will manage initiatives that foster learning, collaboration, and access to research and innovation within the seed industry.

1. Seed knowledge and capacity building programs
 - Plan, manage and continuously improve APSA's member-focused seed knowledge and capacity building programs, ensuring alignment with APSA's strategic goals and operational priorities
 - Manage existing knowledge initiatives such as, but not limited to, the World Vegetable Center (WorldVeg) Vegetable Breeding Consortium, Seed Academy, University Connect, and other research collaborations.
 - Manage and execute APSA-led technical forums related to knowledge and capacity building, roundtables, workshops, webinars, study tours and others, ensuring relevant, high-quality content that meets members' needs.
2. Program design and delivery
 - Lead end-to-end program execution, including agenda development, partner coordination, budgeting, delivery, evaluation, and reporting.
 - Ensure all activities deliver clear member value, and are financially and operationally viable
3. Standing Committees (SCs) and Special Interest Groups (SIGs)

- Coordinate all related activities of the Standing Committee (SC) on Seed Technology and the Special Interest Groups (SIGs) on Seed Production, Field Crops, and Vegetables and Ornamentals, and their respective sub-groups. Support program initiatives aligned with the groups' scope of work and APSA's strategic objectives
 - Ensure the efficient and smooth running of the above-mentioned groups including managing the agenda, work plan, resources, meeting minutes, working documents, position papers, and memberships (refer to the Terms of Reference)
4. Members and partners engagement
- Actively engage APSA members and National Seed Associations to identify priority knowledge gaps and capacity building needs. Translate members' needs into focused, scalable programs that strengthen APSA's value proposition.
 - Support APSA's role in developing regional seed-sector competencies. Promote APSA's knowledge programs in collaboration with the marketing and communications team, ensuring accessibility, awareness and participation of members
 - Rationalize and leverage partnerships with external knowledge partners, including research institutions, universities, and agricultural organizations.

QUALIFICATIONS

- Bachelor's or Master's degree in agriculture, plant science, biotechnology, education, business, or related fields.
- At least 5 years of experience in knowledge management, program management, or capacity-building roles. Experience within the agriculture or seed sector is desirable.
- Strategic thinking and the ability to align knowledge programs with APSA's broader goals.
- Familiarity with key aspects of seed operations including R&D and seed production for row crops, vegetable crops and ornamentals
- Experience in managing learning and development (L&D) programs including webinars, e-learning platforms, academic partnerships, etc.
- Strong project management and communication skills. High degree of initiative and proactiveness.
- Ability to engage with diverse stakeholders, especially members, technical experts, and academic partners
- Proficiency in English, both written and spoken

The position will be open until [9 February 2026](#). Send a CV and cover letter in English addressed to Francine Sayoc, Executive Director, Asia and Pacific Seed Alliance. Please email your application to Weeranuch Mhadlhoo <weeranuch@apsaseed.org>

Applications will be reviewed on an ongoing basis and the position shall remain open until a suitable candidate has been engaged. Target starting date: [16 March 2026](#)