About the Asian Disaster Preparedness Center (ADPC)

ADPC is an intergovernmental regional organization with a vision to reduce disaster and climate risk impacts on communities and countries in Asia and the Pacific by working with governments, development partners, international organizations, NGOs, civil society, private sector, media and other key stakeholders. In addition to its headquarter in Bangkok, Thailand, ADPC currently has offices/representation in 11 additional countries.

Established in 1986 as a technical capacity building center, ADPC has grown and diversified its expertise across social and physical sciences to support sustainable solutions for risk reduction across a broad range of specialist areas. With over 100 staff from 19 different nationalities and a wide range of professional expertise from atmospheric scientist to social scientists with experiences from all levels of engagement typically required for disaster risk reduction and climate resilience in an effective manner.

ADPC is a competent regional resource center and has seven thematic departments: ADPC Academy, Risk Governance, Climate Resilience, Urban Resilience, Health Risk Management, Preparedness for Response and Recovery, Geospatial Information. These are supported by Finance, Human Resources and Administration and Strategic Planning departments. In addition to the departments, ADPC address three cross-cutting themes: Gender and Diversity, Poverty and Livelihoods, and Regional and Transboundary Cooperation through permanent working committees.

ADPC Strategy 2020 guides the organization in providing comprehensive risk reduction support to countries and communities in Asia and the Pacific. ADPC recognizes the importance of examining the linkages between disaster risk management, poverty reduction, gender equality, sustainability, rights-based approaches, climate change and regional cooperation.

ADPC takes various levels of actions in a close connection with the national, regional and global frameworks including; e.g. ASEAN, SAARC, MRC, 2030 Agenda for Sustainable Development, Sendai Framework for Disaster Risk Reduction 2015-2030 (SFDRR), the Paris Agreement for climate change, the New Urban Agenda, the World Humanitarian Summit, etc.
The Geospatial Information Department
The overall goal of the Geospatial Information Department of ADPC is to increase uses of geospatial technology, data, and information by countries in Asia for supporting decision making related to disaster risk management and climate resilience. The department supports all thematic areas of focus of ADPC to achieve their goals, mainly through:

- Increased accessibility and technical capacity to develop, maintain, and use geospatial information including disaster and climate risk maps, forecasted and real-time disaster data for early warning, and damage data for post-disaster assessment and recovery planning,
- Increased awareness by decision makers on applications of geospatial information in disaster risk management and climate resilience decision making, and
- Geospatial solutions, such as maps, tools, models, and data, customized to the demands of stakeholders

ADPC, together with its consortium partners, is implementing a project “SERVIR-Mekong,” a joint initiative of the United States Agency for International Development (USAID) and the National Aeronautics and Space Administration (NASA). SERVIR-Mekong brings NASA’s scientific and technical know-how to help developing countries use information provided by Earth observing satellites and geospatial technologies to sustainably prepare for and respond to disasters, manage natural resources, and improve food security in Cambodia, Laos, Myanmar, Thailand, and Vietnam.

The Geospatial Information Department of ADPC is seeking highly qualified candidates to lead a team of scientists, GIS and remote sensing specialists, and GIS developers working for SERVIR-Mekong to achieve the aforementioned goals.

Statement of Intent:
The Science and Data Lead is the principal technical expert in the SERVIR-Mekong hub and the primary technical contact with the NASA’s science team. The Science and Data Lead reports directly to the SERVIR-Mekong Chief of Party. S/he will take a leadership role in the development and delivery of scientific products and maintain an active network of clients and technical partners in the region. Primarily, s/he will lead the efforts of the wider SERVIR-Mekong technical team to develop new, high quality user-tailored services, data, tools, and models to address on-the-ground priorities of the Lower Mekong region, but s/he will also contribute to capacity-building of users, facilitate improved information sharing and active use of geospatial information for decision making in the region, and help ensure sustainability of hub functions at ADPC.

This position is located in Bangkok, Thailand, but will require frequent travels to countries in the Lower Mekong region.

Note:
It is not the intent of this Position Description to cover every aspect of the position requirements, rather to highlight the most important areas of personal and joint responsibility.

Key Responsibilities:

Technical
• Lead the overall management of all SERVIR-Mekong geospatial product development.
• Lead and supervise the SERVIR-Mekong science team.
• Constantly look for opportunities to advance the science aspect of SERVIR-Mekong and ADPC.
• Ensure that the science and data-related objectives of the overall program, monitoring and evaluation (M&E) plan, annual work plans are clear and concise and that all program staff clearly understand these objectives and conduct annual job performance evaluation of the technical staff.
• Coordinate closely with the SERVIR-Mekong team, USAID, NASA, and external partners on science and data related matters to ensure the smooth implementation of program activities and leverage synergies between various activities and products.
• Support user engagement and capacity development in service delivery of all geospatial products.
• Organize, conduct, and follow up on regular meetings of the SERVIR Science Team.
• Travel as needed to countries in the Lower Mekong to facilitate inputs to and coordinate the implementation of activities related to SERVIR-Mekong objectives.
• Provide inputs to USAID reporting.
• Facilitate uptakes of SERVIR-Mekong services by prospective partners and users.
• Provide scientific oversight to the Communication Lead to capture success and impact of ADPC in utilizing geospatial information.
• Take leadership and support team members in publishing work under the department in peer-reviewed articles.

Management
• Establish and maintain relationship with partners and clients, including representatives of government agencies, academic and research institutions, multi- and bi-lateral development partners, non-governmental organizations and other civil society groups, and private sector entities at national and regional levels.
• Represent the SERVIR-Mekong program (especially science and data aspects) in external meetings, workshops, conferences, and other events.
• Provide input for recruitment of SERVIR-Mekong staff (including drafting and reviewing job descriptions, reviewing candidate qualifications, etc.) as requested.
• Proactively seek to identify and take advantage of opportunities for professional development of self and colleagues, especially those related to the development and refinement of geospatial analysis and geospatial information technology skills and experiences.

Corporate Responsibilities
• Provide technical resource inputs to other departments as requested.
• Participate in corporate functions and external events, as required.
• Collaborate with Government officials, NGO, IGO, donors and other stakeholders at the International, National, Sub-national, and Community levels.
• Initiate various documents to support the implementation of activities of the department such as contract agreements, statement of work for consultants, MOU, and agreements, in accordance with the approved procedures and policies of ADPC.
• Conduct internal capacity development activities for ADPC staff.
• Provide inputs in program and project development.

Qualifications:
• Doctoral degree in scientific fields such as atmospheric science, hydrology, environmental science, Geographic Information Systems or remote sensing
• At least 10 years of experience developing user or client driven geospatial tools, or applications, including modeling, database management, and quality control
• Project management experience focused on geospatial or other science-based tools
• Familiarity with proprietary and open-source software for spatial analysis and data management
• Proven record of productive engagement and collaboration with scientists
• Proven record of productive engagement with government stakeholders or other clients/users of geospatial tools and applications
• Strong written and verbal communication skills in English
• Professional experience in the Lower Mekong region desired
• Ability to communicate in at least one of the Lower Mekong languages desired

Personal Qualities
• Self-motivated, pro-active and takes initiative
• Demonstrated ability and plan and organize work and time independently
• Excellent interpersonal skills, team-oriented work style, and experience in working in a multi-cultural environment
• Strong desire to learn, undertake new challenges, must be a creative problem-solver, must have self-confidence, willingness to work hard, good sense of humor but with seriousness about the quality and excellence of work.

Reporting Relationships
Direct Supervisor: SERVIR-Mekong Chief of Party, Geospatial Information Dept.
The following staff (In HQ and country office) positions may be supervised by the successful candidate: GIS and Remote Sensing Specialist, GIS Developers

Qualified applicants may be evaluated through a competency-based interview and/or other assessment methods.

We encourage diversity in our workplace and support an inclusive work environment. Women are especially encouraged to apply.

Contract
One (1) years contract with possibility of extension

How to apply: Interested candidates, please submit the completed ADPC application form (downloadable form [http://www.adpc.net](http://www.adpc.net)), resume, copy of diploma(s) and certificate(s) together with a cover letter to adpcjobs@adpc.net by 9 June 2019.