



## **Advertisement Strategic Advisor Consultant**

The Parliamentary Centre of Asia (PCAsia) is seeking for Strategic Advisor Consultant.

### **PARLIAMENTARY CENTRE OF ASIA**

The Parliamentary Centre of Asia (PCAsia), established in early 2021 in Phnom Penh, is the successor of the Parliamentary Institute of Cambodia (PIC) founded in 2011, a transition that reflects an expansion of activities with Parliaments across Southeast Asia. The mandate of PCAsia is therefore to contribute to the strengthening of Southeast Asian Parliaments through capacity building of their staff, based on the demands or requests of each Parliament within a framework of south-south and north-south cooperation. It draws on the expertise of national, regional, and international partners (Parliaments, universities and research centres).

### **POSITION DESCRIPTION**

The Strategic Advisor works along-side the Executive Director to shape the Centre's strategic engagement with Parliaments and development partners in developing and implementing a fund-raising strategy

She/he helps to represent PCAsia, engaging with a diversity of national level and international bodies with tact and diplomacy, in a non-biased and politically neutral way suitable to the sensitive political environment of parliaments in the ASEAN region. With a comprehensive understanding of the evolving and potential roles of parliaments in these countries, the Strategic Advisor assists the Executive Director to promote the role of PCAsia in relationships with external stakeholders for resources mobilisation. A specific aim is to facilitate the Centre's engagement with parliaments while also building and supporting relationships with development partners that help to ensure PCAsia's sustainability.

### **MAIN TASKS AND RESPONSIBILITIES / SCOPE OF WORK**

#### ***Representation and Resource Mobilisation***

The Strategic Advisor assists the Executive Director to represent PCAsia to parliaments and other external stakeholders. The Strategic Advisor will:

1. Assist the Executive Director to develop PCAsia's resource mobilisation and conduct fundraising activities considering the overall strategic plan of PCAsia
2. Assist the Executive Director to build and maintain relationships with stakeholders to further the aims of the PCAsia, especially development partners and parliaments
3. Guide the Centre on matters related to relationships with parliaments, inter-parliamentary bodies, and their secretariats

4. Provide advice and input into strategic communication/consultations with key stakeholder to help determine the Centre's overall programming and resource utilisation

## REQUIRED QUALIFICATIONS, SKILLS, AND EXPERIENCE

### *Essential*

1. Master's Degree or higher from a recognised university in law, public administration, economics, public finance, political science or related fields
2. Extensive experience working with AIPA Member Parliaments
3. Experience working based in the ASEAN region, ideally in the country of a target beneficiary parliament
4. More than 10 years' experience in leadership and management related to the institutional support of legislature(s) or organisation or administration
5. Excellent knowledge of the political, social and economic situations in the beneficiary/target countries and the related challenges and opportunities for achieving PCAsia's mission
6. Proven track record based on long-term working experience with a legislative body
7. Good legal and policy skills, conceptual and analytical capabilities
8. Excellent oral and written communication skills in English.

### *Desirable*

1. French and/or the language(s) of an ASEAN Member State(s) is a plus

## Duration of Consultancy work

- Duration 3-4 months

## Application Information

Interested applicant should Cover letter and CVs with expected fee in the email by **28<sup>th</sup> February 2025** to [job@pcasia.org](mailto:job@pcasia.org) with the subject "**Application: Strategic Advisor Consultant.**". Only shortlisted applicant will be notified.