



Office of the President of the Philippines
Office of the Presidential Adviser on Peace, Reconciliation and Unity
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OFFICE	MILF PEACE PROCESS OFFICE
JOB TITLE / POSITION	Project Development Officer V
DESIGNATION	Senior Technical Staff
JOB LEVEL	Technical, Salary Grade (SG) 24 – Php 85,074.00 Contract of Service
PLACE OF ASSIGNMENT	OPAPRU Cotabato Field Office
UNIT ASSIGNMENT	Moro Islamic Liberation Front (MILF) Peace Process Office (PPO)
REPORTS DIRECTLY TO	Program Manager I /Peace Program Officer V/ Peace Program Officer IV
SUPERVISES	PDO III, PDO II, PDO I
JOB QUALIFICATIONS (MINIMUM)	Education: Relevant Bachelor's Degree Work Experience: Four (4) years of Supervisory/ Management Experience in Program Management Training: 40 hours Supervisory/ Management Learning and Development Intervention Eligibility: None Required Others: Preferably from area of assignment.
JOB OBJECTIVE	<ul style="list-style-type: none"> To lead the LNI team site in Central Mindanao; To provide technical support to the overall LNI program; To ensure effective coordination, supervision, and performance monitoring of all LNI-related activities at the site level.
KEY ROLES AND RESPONSIBILITIES	<ol style="list-style-type: none"> Lead the implementation of programs, including provision of technical and administrative supervision of the LNI (North Cotabato, Maguindanao del Norte, Maguindanao del Sur and other nearby local communities); Provide technical support to implementing agencies (i.e. LGUs) in the implementation of programs; Coordinate mainly with local government units (provincial, city/municipal, barangays) and local stakeholders; Coordinate also with national government agencies, Bangsamoro Autonomous Region in Muslim Mindanao (BARMM), and international and national peace development partners; Guide and supervise the work of the team, staff and ensure effective coordination and collaboration between stakeholders of the LNI program in respective area of responsibility; Submit required technical progress reports and reports on the status of the LNI program per province; Build the capacity of implementing partners to take up the responsibility for sustaining the impact and action of the programs implemented; Maintain M&E system and submit periodic reports and recommendation; Draft MOAs for LGUs covered by the respective AOR; Coordinate with OPAPRU officials and consultants for LNI activities; and Undertake other tasks as required by the LNI Program Manager, MILF PPO Director and Division Chief.