



Position:	Project Assistant
Working hours:	Full time (100%), 40h / week
Project title:	German-Thai Cooperation Project to Promote the Sustainable Development of Cluster Farms in Thailand
Time frame:	February 2022 – August 2023
Country:	Thailand
Location:	Bangkok

Project description:

To increase the productivity of Thailand's Agricultural Sector and the income of Thai Farmers the Thai Ministry of Agriculture and Cooperatives invented in its 20-year strategic development plan (2017–2036) a concept termed "Agriculture 4.0" providing Thai farmers with access to modern "Smart" technologies, know-how and finance. As part of the approach farmers are encouraged to establish "Cluster Farms", a group of more than 30 farmers with the same main crop, to engage in joint management, investment, and marketing in order to enlarge the farm size and supply volume and modernize production methods, thus increasing productivity, reducing production costs, meeting quality standards and securing markets.

To further develop the Thai agricultural sector in a sustainable and market-oriented way the Thai Ministry of Agriculture and Cooperatives (MOAC) and the German Ministry of Food and Agriculture have embarked on a project which aims to foster the implementation of the Agriculture 4.0 concept. In September 2020, the "German-Thai Cooperation Project to Promote the Sustainable Development of Cluster Farms in Thailand" had started its operation. The first phase of the project will run until End of August 2023.

The project has its office at the Department of Agricultural Extension and is supporting the Department as its counterpart developing and implementing a concept for the further sustainable development of the Cluster Farms.

The Project Team consist of a Team Leader, a Long-Term Expert and an Assistant.

Job description

The Project Assistant is responsible for the organization of the office and the accounting, in addition the Assistant supports the Team-Leader and the Long-Term Expert in managing the project, coordinating with different DOAE divisions and other institutions and companies at national and local level and respective Working Groups as well as working with cluster farmers on local level, especially for:

- Management of the office and the two project cars (coordination of two drivers).
- Accounting of the project expenses in cooperation with the German Headquarters.
- Translations of presentation, publications, and documents.
- Interpretation during workshops and meetings (Thai / English).
- Development and preparation of content for the project website and social media channels.
- Communication and coordination with different partners in Thailand.

Qualification:

- University degree (min. Bachelor) or specific vocational training related to agriculture.
- Very good Thai and English language skills, orally and in writing.
- Competence in social media.
- Professional experience is desired.
- Performance oriented and accustomed to work independently and with tight deadlines.
- Intercultural and communication competence and experience in cooperation with international teams is an asset.

Contact person:

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