



Network Activities Group (NAG)

No.31(A-1), Mya Hnin Si Street, 27-Quarter, Rose Park(3), North Dagon Township, Yangon, Myanmar.
Tel: +95 9 450694361~5. 01 8010 233(Fax). Email : info@nagmyanmar.org,
Website: www.nagmyanmar.org

VACANCY ANNOUNCEMENT

Reference: NAG/HR-VA-054/2018

Network Activities Group (NAG) is a National Registered NGO in Myanmar Proactive in dealing Governance Issues that shape the Life & Livelihood of Rural Community. NAG is operating programs and projects in – Delta & Coastal Region, Central Dry Zone, Hilly Region and South Eastern Part of Myanmar. NAG works closely with Local, Regional and National level Government & Departments and plays advocate role in influencing issues around Livelihood, Food Security and Natural Resources Management.

The proposed project will support the consolidation of democracy and respect for human rights in Myanmar, focusing on key remote regions with particularly vulnerable marginalized ethnic groups in Man Pan, Northern Shan State. Over a thirty six month (36) duration, the action seeks to build the knowledge, skills and practice of both Myanmar citizens and duty bearers in the context of a newly developing democracy, to improve governance, accountability and human rights. With a focus on remote and marginalized communities, especially women, to fully understand their human rights and to become empowered to freely and actively hold duty bearers and institutions to account; work for justice, realization of their rights and peaceful existence in an inclusive and democratic society. The project is working consolidate and build on the work of NAG's previously implemented project entitled "Inclusive and Equitable Governance through Women Empowerment project (2011-February, 2017)" in Man Pan with the funding support from Trocaire. This project will work at the community and grassroots level, promoting the practice of active citizenship by citizens within their immediate village/community level sphere to hold local duty bearers to account and seek justice through formal and informal mechanisms and at the Township and state levels by applying social accountability tools and access to justice approaches centered on the formal legal system. The project period is August 2017 – July 2020.

NAG is looking for strong, committed candidates for the following positions:

Post Title	:	Field Facilitator	(1) Post
Duty Station	:	Man Pan (Based)	

Contract Type – *One year with 6-month probation (possibility to extend/renew based on performance multiple years)*

Deadline for Application : **As soon as possible**

Send application together with cover letter, CV, recent photos and references to hr.recruitment@nagmyanmar.org or address **Recruitment Unit No.31(A-1), Mya Hnin Si Street, 27-Quarter, Rose Park(3), North Dagon Township, Yangon. Ph: 09 450694361~5, 01 8010233**



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Major Duties and Responsibilities

Under the overall authority of Chief Executive Officer of the Network Activities Group, collaboration and guidance from the Program Manager, the direct supervision of Project Manager (Man Pan), the incumbent will perform the following duties.

- Assist in action planning and detail work plan based on the project documents and log frame together with the team members
- Identify trainees and participants for the training, workshop, awareness sessions
- Assist strengthening of community Human Rights Defender (CHRD), MPDA and community leaders
- Collect primary and secondary data for baseline, study and analysis
- Act as independent and innovative but as a part of the team
- Assist in administration, finance, procurement and logistics
- Assist in coordination with stakeholders including government department, partners, donors and private sectors
- Prepare field level report and submit to Project Manager

Relevant Skills and Experiences

Education : Bachelor Degree Holder or Related extensive experiences

Language: Basic oral and correspondence in local language is an asset but not compulsory

Experience and Competences:

- Experience in community facilitation/community organizing using participatory methods
- A sincere desire to help Women, Vulnerable groups, and other Marginalize families
- At least 2 years community mobilization/facilitation work with NGO at the community level or equivalent experience is helpful
- Strong familiarity with participatory development approaches
- Ability to ride motor bike, preferable
- Understanding of village level problems
- Knowledge about Gender Equity and Development, Human Rights, Social Mobilization
- Understanding Team Building Skills
- Understanding Facilitation Skills
- Understanding Basic Community Organizing
- Ability to work under pressure
- Respect Accountability, Transparency and Openness

Note:

Only short-listed candidates will be invited for interview. Telephone inquires will not be responded. We are not obliged to return all received applications.

(Please do not send original documents as they will not be returned.)