



Network Activities Group (NAG)

No.31(A-1), Mya Hnin Si Street, 27-Ward, Rose Park (3), North Dagon Township, Yangon, Myanmar.
Tel: 09-450694361~5, Fax: 01 8010233, Email: info@nagmyanmar.org , Web: www.nagmyanmar.org

RE-VACANCY ANNOUNCEMENT Reference No: NAG/HR-VA-013/2019

Network Activities Group (NAG) is a national registered non-government organization in Myanmar. In fostering our vision “Emergence of a peaceful, prosperous and dignified society that values equity and diversity”, NAG focuses on the Governance Approach, intending to necessary changes of various stakeholders and existing practices towards good governance which is essential and core for the sustainable development and win-win solutions for all stakeholders. Accordingly, NAG has engaged stakeholders of all levels and different arenas including local, regional and national government departments, trying to promote interaction, good relations, and eventually coordination and collaboration among them. Given that nature of facilitating and coordinating activities, and creating networks of development efforts with partners, and promoting governance among relevant stakeholders, NAG implements livelihood, natural resources management and rural development programs and projects in Central Dry Zone, Coastal and Delta, Hilly Region and South Eastern Part of Myanmar.

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

Post Title : **Community Facilitator & Monitor (1) Post**
Duty Station : **Thanatpin /Kyeik Hto/MawLaMyaing
(Depending on Project Requirement)**
Deadline for application : **As soon as possible**

Contract Type – One year with 3 months probation (possibility to extend/renew based on performance multiple years)

Send application together with cover letter, CV, recent photos and references to nag.hr.recruitment@gmail.com, or address - “Recruitment Unit, Network Activities Group (NAG) No.31(A-1), Mya Hnin Si Street, 27-Ward, Rose Park (3), North Dagon Township, Yangon. Phone: 01 8010233, 09 450694361~5.”

Major Duties and Responsibilities

Under the overall authority of Chief Executive Officer of the Network Activities Group, collaboration and guidance from the Program Officer, the direct supervision of the Township Cluster Coordinator (Bago Region/Mon State, NAG), the incumbent will perform the following duties.

- Strengthen and mobilize the community Base Organizations and communities’ leaders
- Prepare, organize village level program activities and dissemination information to community members.
- Taking responsible for disbursement of project inputs to the community
- Conduct surveys, need assessments, data and information collection, regular monitoring for measuring the project’s results by advanced tools in collaboration with M&E Staffs (mobile apps, tablets, etc.)
- Identify trainees and participants for the training, workshop, awareness sessions
- Facilitate the communities to have the systematic management on RLF operationalization and following their business plan



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- Conduct the fishery policies and law awareness raising program to communities and project related stakeholders
- Collected the communities voice and case study through the community feedback mechanism to put at project's Newsletters.
- Collaborated closely with project's technical sector specialist and technical service providers to set up the project activities efficiency
- Assisted to Township Cluster Coordinators in drawing township yearly and monthly work plan, analyzing the township operation and program required to meet with project outcome and community needs.
- Identify suitable field demonstration plots and field study sites for cross learning
- Act as independent and innovative but as a part of the team
- Prepare field level report including field level M&E information, submit to Township Cluster Coordinators and M&E Officer
- Any other duties as assigned by Township Cluster Coordinators

Relevants Skills and Experiences

Education : Bachelor Degree Holder or Related extensive experiences

Language: Basic oral and correspondence in English is an asset, but not compulsory

Experience and Competences:

- Experience in community facilitation/community organizing using participatory methods
- At least 3 years community mobilization/facilitation work with INGO at the community level or equivalent experience is helpful
- Strong familiarity with participatory development approaches
- Good problem solving and organizational skills
- Understanding of village level problems
- Knowledge about Gender Equity and Development, Agriculture, Social Mobilization
- Understanding Team Building Skills
- Understanding Facilitation Skill
- Understanding Basic Community Organizing
- Playing as supporting role
- Good Training Delivery Skills
- Good interpersonal Skills
- Ability to work under pressure
- Ability to work independently and working as a part of the team
- 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 application.

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