



Network Activities Group (NAG)

No.51, Shukhinthar Street, Rose Garden , Ward- 27, North Dagon Township, Yangon, Myanmar.
Tel: 09-450694361~5, Email: info@nagmyanmar.org, Web: www.nagmyanmar.org

VACANCY ANNOUNCEMENT

Reference No: NAG/HR-2022/0037

CSO OD Support Officer:

CSO led Strengthening Resilience and Protecting Livelihoods for Poor and Vulnerable Fisheries Community Project.

Project Title	CSO led Strengthening Resilience and Protecting Livelihoods for Poor and Vulnerable Fisheries Community Project.
Country	Myanmar
Position	CSO OD Support Officer – 2 positions (One for Ayeyarwaddy Region and one for Mon State)
Duration	The employment contract will be 12 months (with 3-month probation period), with the possibility of extension based on the staff performance
Location	Ayeyarwaddy Region and Mon State, Myanmar
Applications closing date	31st December 2022/ (As soon as possible)(5:00 PM, Office Hour)
How to apply	Apply together with 1) Cover letter explaining why you would be a good fit for this role, 2) CV detailing relevant experience and qualifications, 3) Recent photo and contact details for two relevant references to recruitment@nagmyanmar.org
Note	Only short-listed candidates will be invited for an interview. Telephone inquiries 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)

1. Project Background

CSO led Strengthening Resilience and Protecting Livelihoods for Poor and Vulnerable Fisheries Community Project aims to “Building Resilience and Protecting the Livelihoods of the Fishery Communities in Ayeyarwaddy and Mon” is directly addressing the emerging food and nutrition security issues in Myanmar through sustaining production, creating employment opportunities and providing access to finance that will contribute to the improved nutrition and health of fishers and landless community. The main theme of the project is to address the fishery resources management and to build resilience against adverse climate effects.



Network Activities Group (NAG)

No.51, Shukhinthar Street, Rose Garden , Ward- 27, North Dagon Township, Yangon, Myanmar.
Tel: 09-450694361~5, Email: info@nagmyanmar.org, Web: www.nagmyanmar.org

This Project will be implemented with four objectives:

- Strengthened Fishery related Food Production System adapting to changing climate,
- Improved Employment and Income opportunities for women and landless families
- Improved access to financial resources for fishing rights, fish processing and fishery market chains
- Strengthened Organizational Capacity of Ayeyarwaddy Regional Fishery Association (ARFA) and Mon State Fisher Development Association (MFDA).

2. The Role

CSO OD Support Officers have to support the Township level, State & Regional level of Fishery Associations & Networks and Women Association in the areas of organizational development and the other in support of performance. CSO OD Support Officers will be responsible to ensure the Township level, State & Regional level of Fishery Associations to become an independent CSOs in future. This position will work closely to the ARFA/ MFDA to get the quality of the activities. He/she will have to implement the project activities and work under the management of the Project Manager in the Ayeyarwaddy Region and Mon State.

3. Responsibilities

The incumbent will perform the following duties and responsibilities;

- Facilitate CSO engagement, and working collaboratively with local stakeholders
- Support the secretariat team of CSOs
- Support the effective engagement of CSOs in needs assessments and organizational development
- Prepare and develop the organizational design of CSO including financial structure
- Strengthen technical, organizational structure and operational systems of CSO.
- Support CSO entities in fundraising efforts to facilitate their sustainability.
- Provide strategic support to CSO including vision and mission.
- Develop and implement clear, simple, transparent and mutually-agreed upon procedures and mechanisms for CSOs.
- Assist in ensuring that CSOs are adequately informed in a timely manner of any accreditation, financial access and/or registration requirements.
- Attend coordination meetings organized by relevant stakeholders as it relates to CSO engagement.
- Facilitate CSO grant development and preparation.
- Ensure periodic review, monitoring and reporting of CSO Organizational Development
- Perform any other duties as may be assigned

4. Requirements

The candidate will have the following qualifications

- University graduate degree in a relevant field.
- Minimum 5 years of working experience in CSO engagement and Partnership preferably under livelihood (Fishery) and CSO/ Rural development projects
- Strong analytical, drafting and negotiation skills



Network Activities Group (NAG)

No.51, Shukhinthar Street, Rose Garden , Ward- 27, North Dagon Township, Yangon, Myanmar.
Tel: 09-450694361~5, Email: info@nagmyanmar.org, Web: www.nagmyanmar.org

- Ability to work independently against tight deadlines
- Experience in strategic planning.
- Demonstrated expertise in delivering trainings and presentations.
- Ability to communicate complex issues to community.
- Project and financial management experience an asset
- Prior experience in organizing seminars/events in collaboration with donors and/or NGO partners, private sectors as asset
- Fully computer literate in MS Office package and ability to prepare training guidelines and materials
- Ability to communicate clearly and concisely both written and oral in English and Myanmar
- Ability to work under limited resources and time pressure

5. Management

Under the overall authority of the Chief Executive Officer of the Network Activities Group, collaboration, and guidance from the Program Manager and Program Officer under the direct supervision of Project Manager. He/she will report directly to the Project Manager.

6. Contract Terms

The contract will be for a period of 12 months (3 months' probation period), with possibility of extension based on the incumbent performance and project requirements.

7. Background implementation of the organization

Network Activities Group (NAG) is a national registered non-profit 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 areas 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.

Network Activities Group (NAG) is an equal opportunity employer and women are encouraged to apply. Network Activities Group (NAG) is committed to 'Zero Tolerance' to child abuse and sexual harassment. All Network Activities Group (NAG) staffs are required to sign NAG's CoC and adhere to it at all times.
