



## Career Opportunity: Director of Advocacy and Communications (Maternity Cover)

The post is to be based in **Yangon** and opened to **International applicants** and advertised globally.

**Oxfam** is a leading International NGO with a worldwide reputation for excellence and over 70 years of experience. It's not unfortunate that people live in poverty. With enough wealth in this world to go around it's unjustifiable. It's not just their problem. It's ours too. Our humanitarian, development and campaigning projects change lives around the world, and with the right support, we can beat poverty and injustice. Thousands of people already commit their time and talents to our campaigning, humanitarian and long-term development projects. Now we're looking for yours.

<b>The role:</b>	To provide leadership and strategic management on advocacy and campaigns across all strategic goals, ensure programme quality on influencing across whole country programme portfolio and lead external representation on Oxfam's development agenda.
<b>Level:</b>	National Plus, B2
<b>Employment term:</b>	Fixed Term (until 30 <sup>th</sup> September 2017)
<b>Report to:</b>	Country Director
<b>Staff reporting to this post:</b>	Gender Policy Advisor, Economic Justice Policy Officer, Media and Communications Coordinator, Governance and Advocacy advisor (Tatlan) (matrix), EJ Programme Policy Advisor (Right to Food)
<b>What we offer:</b>	Respectful and empowered working environment, Life insurance, Medical+ dental + optical benefits, Competitive salary and Career advancement opportunities, Generous leave entitlement

### KEY RESPONSIBILITIES:

#### Advocacy & Campaigns / Programmes

- Lead policy, advocacy and campaigns work across all country programmes
- Provide leadership to ensure alignment of country programmes with Oxfam corporate priority campaigns and influencing objectives and ensure effective harmonisation of planning and management with Oxfam International
- Manage major research strands of work
- Produce policy briefings and reports for external audiences on key issues covered by Oxfam in Myanmar programmes
- Ensure quality of programmes on influencing agenda across country strategy and throughout programme portfolio
- Play a significant role in developing new programmes across all country strategy goals
- Lead media and communications objectives across all country programme areas, while ensuring that communication collateral is sensitive and fair to women and men, including management of media and communications in an emergency response
- Management of advocacy focused programmes

#### Representation and Partnerships

- Lead external representation for Oxfam in Myanmar's development agenda and play a leading role in developing significant relationships with partners, allies, Government and development partners
- Represent Oxfam in Myanmar at regional / global events and programmes
- Work closely with Oxfam's strategic partners to support their advocacy and campaigning needs

### Technical Advice, Capacity Building and Learning

- Provide thought leadership on programme development and influencing agendas across country programme
- Provide specific technical expertise on economic justice, governance and humanitarian advocacy and campaigning
- Support and share key learning through different methods and help to create an environment for innovation

### Management

- Provide strategic leadership and management of the Oxfam programme, across all goals, as a member of the Myanmar Country Leadership Team
- Performance management of Advocacy, Policy, Media and Communications team and matrix management of decentralised policy roles and programme roles with significant policy component
- Strategic leadership in emergency management response team
- Plan and implement fundraising plans and ensure proper reporting and accountability to donors
- Draw up and manage spending within budgets, and provide justifications for variances.
- Fill the role of Acting Country Director when required

### SKILLS AND COMPETENCE:

- Highly developed strategic planning skills with ability to influence programme's overall strategies; which contribute to divisional strategies (E)
- Excellent representative and communicator who leads in building relationships (E)
- Highly developed analytical and problem solving skills (E)
- Experience of working in highly complex political environments (E)
- Understanding and experience of managing diverse partnerships with civil society, private sector, governments and international organisations (E)
- Significant experience of advocacy (E)
- Experience of programme management (D)
- Must demonstrate commitment and sensitivity to gender issues (E)
- Experience of working in insecure environments and of implementing security policies (D)
- Experience of delivering large scale strategic or change management processes (D)
- Able to successfully manage of crises (E)

**Closing date:** 28<sup>th</sup> October 2016, 5:00 PM

**How to apply:** Please state applied position in email subject line and send CV and cover letter to Human Resources Department through [myanmarhr@oxfam.org.uk](mailto:myanmarhr@oxfam.org.uk)

**(OR)**

Oxfam office, No. 34, Corner of Aung Taw Mu Street and Golden Hill Avenue Street, Golden Valley Ward 2, Bahan Township, Yangon, Myanmar.  
Phone: +95 (0)1 539986, 539987, 539958, 539189 and 504918

**Detail and complete job profile is available upon request.**

We regret that only short-listed applicants will be contacted.

**Oxfam is committed to equal opportunities and diversity. We welcome and encourage applications from women, minority and underrepresented groups.**

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