



MEAL and Communication Officer

Employment Term: Fixed-Term (until 27 February 2022)
Level: National, D1
Location: Myitkyina, Kachin State, Myanmar
Closing Date: **25 February 2019**



Oxfam is a global movement of people working together to end the injustice of poverty. That means we tackle the inequality that keeps people poor. Together we save, protect and rebuild lives. When disaster strikes, we help people build better lives for themselves, and for others. We take on issues like land rights, climate change and discrimination against women. And we won't stop until every person on the planet can enjoy life free from poverty.

We are an international confederation of 19 organizations (affiliates) working together with partners and local communities in the areas of humanitarian, development and campaigning, in more than 90 countries.

All our work is led by three core values: Empowerment, Accountability, Inclusiveness. To read more about our values please click [here](#)

Oxfam is committed to preventing any type of unwanted behavior at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and committed to promoting the welfare of children, young people and adults. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us.

Note: All offers of employment will be subject to satisfactory references and may be subject to appropriate screening checks, which can include criminal records and terrorism finance checks.

The Role

Oxfam in Myanmar is looking for MEAL and Communication Officer.

The purpose of this role is to support the effective and quality implementation of the Durable Peace Programme (DPP) in Kachin State and Northern Shan. The Programme Officer will support Consortium Programme Manager and Programme Manager for the quality implementation of the programme with Co-applicants and Sub Grantees in Kachin State and Northern Shan.

Our role will require a range of skills and experience.



Job Requirements

Essential:

- At least 2 years' experience working in the community-based development and in sensitive contexts
- A University degree, preferably in communications or a related discipline
- Demonstrated skills and experience in communications and/or the media
- Proven skills in planning, coordination and knowledge/information management
- An understanding of development and gender issues
- Excellent interpersonal and verbal communication skills, and confidence in working with people from a range of countries and cultures
- Proven ability in building the capacity of others, using a range of methods such as mentoring, coaching or training is desirable
- Fluency in written and spoken Myanmar and English
- Strong interpersonal skills and ability to work with various teams in country and internationally
- Self-motivated and able to independently solve problems
- Ability to travel frequently and at short notice including to remote locations
- Significant knowledge and understanding, and experience in politically sensitive, conflict affected locations
- Demonstrable experience building relationships with partners and staff
- Proven experience in programming work at grassroots level, especially experience in application of participatory approaches.
- Good understanding and practical experience in application of equity issues (Gender and diversity)
- Knowledge and experience in managing the project cycle, including project planning, implementation, monitoring and evaluation
- Understanding of basic concepts of humanitarian and development work
- Good administration and information management skills
- Gender knowledge and promoting women leadership skill
- Excellent written and verbal communication skills
- Flexible work attitude to manage multiple priorities
- Willingness to learn and gain skills
- Good in spoken and written English
- Computer skills (familiarity with Microsoft Word, Excel) and media literacy

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 (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

To view the full job description please click [here](#) (OR) Detail and complete job profile is available upon request.

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Find out more about our pay & benefits, please click [here](#)