



Career Opportunity: Research/Project Officer (Natural Resources)

The post is to be based in Yangon and open to Myanmar Nationals, and is advertised nationwide.

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.

The role:	To contribute to the successful implementation and the results of Oxfam's Natural Resources Governance Programme in Myanmar
Level:	D1, National
Employment term:	Fixed-term (one year)
Report to:	Natural Resources Management Programme Coordinator
What we offer:	Respectful and empowered working environment, Life insurance, Medical+ dental + optical benefits, Competitive salary and Career advancement opportunities, Generous leave entitlement

KEY RESPONSIBILITIES:

- Carry out research and analysis on issues of relevance to the project (eg. on energy, water governance, environmental conservation, government policy issues, and community issues).
- Support Programme Coordinator for planning, management and implementation of water governance programme with programme partners.
- Support Programme Coordinator in liaison with project partner for day-to-day project coordination and on routine matters including monitoring reports, joint activities (including strategy review meetings, and joint external events, MEAL activities)
- Prepare (with support from the Programme Coordinator as needed) monthly activity reports and other narrative reporting on the project.
- Liaison with project partner and key allies for practical coordination and in relation to joint activities in the field of monitoring, evaluation and learning (MEAL), policy, capacity building,
- Coordinate from Oxfam's side the implementation of the activities in the MEAL plans of the programme, relating to reporting, and monitoring.
- Undertake field visits to project areas for research and monitoring, and update to Programme Coordinator on the project status.
- Supporting Programme Coordinator in developing and implementing policy engagement, capacity building with the project partner
- Attending/organizing internal and external events, meetings, and reporting on them.
- Support Programme Coordinator in donor reporting and addressing gender is addressed
- Help ensure diversity and humanitarian concerns are also integrated throughout the programme

SKILLS AND COMPETENCE:

- 3 years' experience of programme work, including planning, monitoring activities, and field experience, on projects covering investment, governance, energy or natural resources (Desirable).
- Experience in carrying out research professionally or academically (including field level research)
- University degree in related field (political science, law, economics, rural development, anthropology etc)
- Experience of working with Myanmar NGOs and Community Based Organizations on natural resource-related issues.
- Satisfactory level of interpersonal and communications skills.
- Fluency in spoken and written Burmese and English.
- Ability to follow and summarize internal meetings, and external events and meetings, in particular policy discussions (in writing or verbally)

Other:

- Ability to travel to remote areas in the programme area sometimes for extended periods.
- Commitment to an understanding of Oxfam's aims values and principles.
- Understanding of gender, diversity issues and demonstrable commitment to promote gender equality and diversity

Closing date: 16th November 2018, 5:00 PM

Early application is encouraged as this position is urgently required. This is a rolling recruitment and Oxfam reserves the right to appoint a suitable candidate as soon as they are identified.

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

Detail and complete job profile is available upon request.

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

Please note: Oxfam will never ask for any payment at any stage of recruitment.
https://www.oxfam.org.uk/what-we-do/about-us/working-at-oxfam-gb?cid=rdt_jobs

Oxfam is committed to safeguarding and promoting the welfare of children, young people and adults and expects all staff and volunteers to share this commitment. We will do everything possible to ensure that only those that are suitable to work within our values are recruited to work for us. This post is subject to a range of screening checks.

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