



INTERNATIONAL RESCUE COMMITTEE

Vacancy Announcement-Ref No. 58670

(National Only)

Four Core values of IRC

Integrity

We are open, honest and trustworthy in dealing with clients, partners, co-workers, donors, funders and the communities we affect.

Accountability

We are accountable—individually and collectively—for our behaviors, actions and results.

Service

We are responsible to the people we serve and the donors who enable our service.

Equality

We strive for equal outcomes for all clients and colleagues by promoting equitable access to opportunities and services.

From Harm to Home

The mission of the IRC is to help people whose lives and livelihoods are shattered by conflict and disaster to survive, recover, and gain control of their future. www.theirc.org

Who receives IRC's services?	the most vulnerable populations
Which sectors?	Water & sanitation, women protection & empowerment, protection, health, social development
When began in Myanmar?	2008
What position you are applying for?	WPE Manager
Number of Opening	1
Who you report to?	WPE Deputy Coordinator
Where you work?	Kayin
When you start working?	Immediately
What will you get?	Basic Pay + Fringe Benefits (Health Insurance + Annual Group Life Insurance + Annual 13 th Month Pay + Severance + Leaves Entitlements)
When can you apply?	During 26 th June 2025 to 6 th July 2025
What IRC expects from you?	Zero tolerance with financial fraud, sexual harassment, sexual violence, child abuse, abuse on beneficiaries. The applicant is expected to abide by IRC's policies related to safeguarding. IRC defines safeguarding as "An umbrella term that covers both staff and client-facing protection from exploitation and abuse".
What is your Job Scope?	Scope of work: The IRC implements through its WPE programming core activities to address gender-based violence (GBV) through case management and psychosocial support services, and to address the root causes of GBV through prevention-focused activities that draw together activists and communities to push for change. The IRC strives to promote and support women's and girls' social and economic empowerment, as well as integrate WPE and GBV prevention and response with other sectors, e.g. health, for multi-sector, holistic interventions that are responsive to target communities' needs. The WPE Manager will be based in Hpa-An of Myanmar. The manager will be responsible for ensuring the overall technical quality of the program and partner, and the integration of gender and GBV mainstreaming minimum standards in WASH, Nutrition and health programming. Through training and supervision of WPE staffs and partner staffs, and coordination with cross-sectoral actors from the project areas, the WPE Manager is responsible for

ensuring program interventions are safe and accountable to women and girls and GBV service delivery adheres to GBV guiding principles including confidentiality, safety, non-discrimination and respect for the self-determination of GBV survivors.

The WPE Manager will coordinate with IRC and partner staffs to design and monitor program interventions. Together with WPE Deputy Coordinator, the WPE Manager will build capacity for partner organization staff on Emergency GBV assessment tools, gender mainstreaming, IASC guidelines, women's empowerment and leadership, GBV response and prevention and support information collection.

Major Responsibilities:

- Represent the IRC WPE program as a GBV technical expert; advocate, and liaise on all Gender Based Violence issues; provide technical support to partner, and/or cluster, and capacity building for the humanitarian community.
- Play a key role as GBV technical expert and work closely with WASH, Nutrition, and Health sector leads to mainstream gender and GBV concepts in WASH and Nutrition activities by ensuring IASC GBV guideline.
- Represent as a GBV focal person in State level working groups and establish a strong referral pathway system through service providers.
- Together with WPE Deputy coordinator, coordinate, plan, and technically supervise partner staff to ensure program quality.
- With partner organization, adapt and update referral pathways and procedures; create IEC and train IRC and partner staff to disseminate referral information at a village level; lead coordination and advocacy efforts with health, psychosocial, security and legal service providers and community leaders; Coordinate with IRC and partner health programs to ensure quality health referrals for GBV survivors.
- Provide technical guidance to humanitarian actors from the project areas on GBV minimum standards and IASC Guidelines.
- Coordinate deployments to the village to train VDC, WASH and Health communities, women and girls and community leaders on engaging women and girls to ensure accountability of cross-sectoral program interventions; gender mainstreaming, community mapping and safety audits.
- Together with M&E and partnerships, develop and oversee the M&E systems, develop tools and ensure data collection and quality are on track.
- To contribute to the country-specific GBV strategy and contribute to positioning IRC as a strong GBV player in Myanmar.

Technical Quality and Supervision

- Coordinate all work and supervision time with partners and WPE Deputy Coordinator to ensure quality.
- Provide guidance and technical support to key implementing partner through regular field monitoring visits.
- Develop capacity building plans for individual partner staff and community workers.
- Support WPE Senior GESI Officer to design gender mainstreaming workshop, to cascade Women's Leadership

Training to reach targeted villages and to women representatives.

- Support the prevention team to conduct the quarterly safety audit and community mapping and ensuring the findings are advocated and supported.
- Together with KIN Project Coordinator, support the project adaptation plan, implementation plan and design the implementation package.
- Support partner staff to provide basic case management and psychosocial activities for survivors of GBV according to the Interagency GBV Case management Guidelines.
- Support partner establishment of WGWCs (safe spaces), capacity building of staff and scheduling of activities according to the desires of women and girls and including life-skills sessions with adolescent girls on SRH, nutrition and WASH.
- Support partner organizations to oversee outreach activities designed to provide communities with information on where women and girls can access GBV services.
- Support WPE Senior Officer and response officer to conduct GBV attitude, knowledge and case workers skills assessments for partner staff to demonstrate capacity and provide required coaching and coordination.
- Provide technical capacity building and training to key partner organizations and other actors in the project areas.
- Ensure all training materials and plans are aligned with IRCs global and contextually adapted guidelines.
- Ensure response work with survivors, including case management and psychosocial interventions, adheres to best-practice principles when working with survivors of GBV.
- Ensure that ethical and sound data collection and information management systems are in place for analysis, planning, evaluation, and advocacy.
- Provide training and capacity building to other IRC and partner departments in conjunction with department managers.
- Ensure safe collaboration and referral between and to other agencies as necessary, particularly with cases involving minors and high-risk perpetrators.

Human Resources

- Assist with recruitment for staff that will work for the WPE program
- Ensure positive relationships with IRC and partner staff.
- Supervise, and provide performance management feedback for WPE team members.
- Identify and communicate capacity building needs for overall program implementation.

Grant Monitoring & Reporting

- Prepare and maintain/update detailed work plan(s) in coordination with partners that support and achieve program activities.
- Manage and monitor expenditure and budgets to ensure that all spending is in line with approved spending plans and timelines.
- Work with the WPE Deputy Coordinator, the Partnerships coordinator, M&E and partner staff to ensure the program documentation system is adequate.

- Analyze information coming from the field to share with the WPE Deputy Coordinator and to improve quality and effectiveness of activities.
- Undertake regular monitoring and evaluation of activities to assess progress, identify issues, collect information, and document lessons learned.
- Regularly consult with the community and improve upon program activities and approaches in partnership with partner staff and community workers.
- Provide accurate and regular narrative reports, as well as document results and maintain detailed records of program activities for timely submission, as required by IRC policies.
- Support drafting of the program monthly, quarterly, semi-annual or annual donor report as required.
- Support drafting program briefing materials and respond to requests for program information from IRC Regional Management, IRC HQ, donors, and others.
- Contribute to the development of concept notes, proposals and strategic plans related to the WPE sector in project areas.

Coordination and Representation

- Coordinate with the supply chain team to ensure transportation for survivors for lifesaving case management.
- Coordinate cross -sectoral deployments for capacity building at the village level training to ensure the engagement of women and girls and advocacy efforts for IASC and gender mainstreaming objectives; Ensure partner coordination.
- Liaise and coordinate with other UN and NGO partners, various stakeholders, and beneficiaries in planning, response to the program and participating in international events.
- Liaise regularly and work closely with program, operations and finance staff in RoR areas and Yangon to coordinate program planning.
- Develop and maintain effective working relationships with relevant stakeholders including key implementing partner and community leaders. Regularly attend GBV sub-cluster meetings in the field as well as other cluster meetings as appropriate.
- Represent as a GBV technical expert and work closely with WASH, Nutrition, and Health sector leads to mainstream gender and GBV concepts in WASH and Nutrition activities by ensuring IASC GBV guideline.
- Represent as a GBV focal person in State level working groups and establish a strong referral pathway system through service providers.

Other

- Consistently monitor/assess the safety and security of the WPE team, promptly reporting concerns or incidents to the WPE Deputy Coordinator and other IRC senior staff.
- Work closely with IRC operations staff to ensure timely and compliant program implementation and expenditures.
- Ensure all activities are carried out in accordance with IRC Operational policies.
- Other duties as assigned by the supervisor.
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What should you have?

Education

- Bachelor of Arts or Science in Social Science, Public Health, Humanities or other related field

Experiences

- At least 3 years of professional experience in INGOs in implementing community-based activities and managing teams
- Strong desire to work with women and girls and effectively address the issues they face in Rakhine State
- Previous work with or within a women's organization or international NGO, preferred
- Experience facilitating trainings, workshops, or mentoring others
- Strong ability to organize work, coordinate multiple tasks, meet deadlines, work in a professional environment, work under pressure, and work within a multi-cultural team
- Ability to develop and maintain effective working relationships with relevant stakeholders including community leaders and other implementing partners
- Excellent community facilitation skills
- Ability to work with culturally diverse national and international staff
- Willingness to participate and contribute as a team member, under challenging working and living conditions
- Basic written and spoken English and report writing skills
- Computer skills in Microsoft Office
- Good understanding of humanitarian principles of humanity and neutrality
- Ability to work and travel in remote areas
- Demonstrating trustworthiness and upholding the highest ethical standards

Language Skills:

- Fluency in English, Burmese, preferred good in local language.

Deadline	Application Link
5pm on Sunday, July / 6th / 2025.	https://rescue.csod.com/ux/ats/careersite/1/home/requisition/58670?c=rescue
Notes: <ul style="list-style-type: none">➤ I Resume/Application is requested to be submitted in Microsoft Word Format.➤ Please clearly mention the Position and Location you are applying for in the email Subject Line.➤ IRC is an Equal Opportunity Employer and considers all applicants on the basis of merit without regard to race, sex, color, national origin, sexual orientation, age, marital status, veteran status, or disability. IRC's GEDI, Gender Equality Diversity and Inclusion policy applies to all IRC Staff.➤ IRC practices zero-tolerance against any abusive action. IRC's Child Safeguarding and Adult Safeguarding Policy applies to all IRC staff.➤ Candidates are required to declare in advance should there be any relative or family member currently employed in IRC. Failure to do so, he/she will result in the termination of the employment contract even after successfully being selected.➤ IRC regrets to inform you that only short-listed candidates will be contacted.	