Médecins Sans Frontières (MSF / Doctors without Borders) is an international medical humanitarian not-for-profit organization. MSF provides assistance free of charge to populations in distress, to victims of natural or man-made disasters and to victims of armed conflict. MSF has been working in Myanmar since 1992 and is currently providing healthcare in Kachin, Rakhine and Shan states, as well as Yangon and Thanintharyi regions.

Vacancy Announcement (External) No. KC 24030801

Job title: Health Promoter Supervisor  
Job location: Hpakant, Kachin Project  
Accountable to: Deputy Project Medical Referent  
Base Salary: 1,340,000MMK  
No of Position: 1  
Duration: Initially 1 year with possible extension

MAIN PURPOSE OF THE POSITION: In close collaboration with the Deputy Project Medical Referent, implementing and supervising educational campaigns according to MSF values, standards and procedures in order to increase awareness of the targeted population and to promote prevention and treatment of diseases in the project area

ACCOUNTABILITIES:

- In close collaboration with the HP manager participating in the definition and update of the HP/IEC strategy and identifying indicators in order to monitor HP activities, results, and achievements. Supporting the Supervisor in organizing and carrying out assessments and research on the impact of HP activities and identifying and reporting the constraints, difficulties or strength points of the HP strategy inside and outside the medical structures in order to reinforce the link between the communities and the project.
- Providing support in selecting and developing quality pedagogical communication strategies towards the community. Planning information campaigns, including targets, objectives, methods and goals in order to increase awareness among the targeted population.
- Informing, according to protocols, community members and identified risk groups (prisons, army, sexual workers, etc.) about health related issues.
- Organizing health awareness sessions for MSF's medical and non-medical staff.
- Identifying key actors (local authorities, local NGOs, traditional healers, formal or informal authorities) and being the focal point for the networking in order to support the dissemination of health information of the target population, and be the point of reference for the relation and networking with these subjects.
- Organizing, training, and supervising the HP team in terms of planning and organizing their work, supporting, evaluating and coaching of personnel, collecting reports and reporting the activities of each health worker and regularly visiting communities under his/her responsibility.
- Supervising, in close collaboration with the HR department, the HR associated processes (recruitment, training/induction, evaluation, potential detection, development and communication) of the staff under his/her responsibility in order to ensure both the sizing and the amount of knowledge required.
- Ensuring cleanliness of IEC (information, education and communication) areas.
- Collecting and reporting to the medical team any information linked to the health situation of the population and the patient
- Monitor and supervise HP officers to ensure the activities are implemented correctly
- Evaluate the program and provide direction for improvements - communicate with stakeholders (agencies, village admins) to ensure the services of our CHWs are known and supported - ensure IEC, HP materials and guidelines are being used appropriately.
- Organise and supervise the HPO team in terms of planning and organizing their work, participating in training and evaluating its needs, regularly visiting communities under his/her responsibility, elaborating.

You are offered the opportunity to work with the world’s largest medical humanitarian organization and work with very experienced colleagues in a highly professional working environment. Please learn more about MSF and our charter on our website: www.msf.org
relevant material and establishing adequate strategies for delivering the focused information to the community.

- Plan and coordinate the development of health awareness and education sessions:
  - Prepare the required IEC messages and materials
  - Define the activity areas of Health promoters after analysing the comments reported
  - Identify the appropriate places to perform the sessions if necessary, and identify priority sessions
  - Inform the team on the appropriate methods to bring the population together at the awareness sites, as needed
  - Mobilize support from influential people in the area to bring people together and plan activities, in collaboration with the team
  - Validate the activity plan provided by the supervisor

- Maintain confidentiality regarding all information observed or registered.
- Report to line manager or medical team if there are people with medical problems, any difficulties that the HP officers /CHWs might encounter during meetings with the population and any loss or damage of MSF materials and equipment.
- Act as a focal person to communicate with antennas and follow up on the security or relevant information in the community.
- Perform any other relevant tasks assigned by his/ her supervisors as necessary

**REQUIREMENTS:**

| Education | • Essential diploma in social sciences, public health or education/pedagogy / or social work |
| Experience | • Essential working experience in health promotion activities, or training-education activities  
  • Work experience or training in public health would be an asset  
  • Previous experience in a supervisory position with other NGO is desirable |
| Languages | • Mission/Good command of English (written and spoken) language and local language of Kachin essential |

**What we offer is:**

- Basic Salary of 1,340,000 MMK (40 hours per week), with regular salary benchmarking updates;
- 13 months bonus;
- Loyalty incensation;
- All gazetted public holidays as paid off-days, plus three additional holidays;
- 16 paid leaves (including 6 casual leaves) on an annual basis;
- Excellent health care package for staff, spouse and children;
- Extensive local, international and online training opportunities
- Extra Allowances (if applicable); Per Diem and travel allowance etc;
- **For this job opportunity specifically is explicitly for local contract only**

*You are offered the opportunity to work with the world’s largest medical humanitarian organization. MSF is a private, not for profit organization.*

**HOW TO APPLY:**

Please send your application letter in English detailing how you understand this role and how you consider fulfilling the requirements for this position (reference to the profile described above must be made), CV and passport-sized photo, copies of education qualifications and references to:

MSF employees on a full-time contract are not permitted to work for any other employer than MSF. All candidates who are applying for a full-time job committed themselves that after being hired by MSF, MSF will be the only employer.
Attention:
MSF Recruitment Department
MSF-Holland (Myitkyina Office)
No. 191, Sinpintharyar Street, Yuzana Quarter,
Myitkyina, Kachin State, Myanmar.
Email: kachin-jobs@oca.msf.org
Not later than, **Friday, 22nd March 2024 5:00 Pm**

- Please clearly mention the announcement number, “KC 24030801” and job title “Health Promoter Supervisor” in the Subject line.
- If you apply online, please send email applications in Microsoft word or PDF format.
- Applications that do not meet **these criteria or are incomplete** will be disregarded and only the shortlisted candidates will be contacted.
- MSF is committed to achieving workforce diversity in terms of gender, nationality and culture.

MSF employees on a full-time contract are not permitted to work for any other employer than MSF. All candidates who are applying for a full-time job committed themselves that after being hired by MSF, MSF will be the only employer.