



## **SVNMM010**

### **Open to Internal and External Candidates**

Position Title : **Senior CCCM Associate**  
Duty Station : **Mandalay**  
Classification : **G-7**  
No. of Position : **1**  
Type of Appointment : **Special Short Term with possible extension**  
Vacancy Number : **VA/2025/015**

Closing Date : **01 July 2025**

*Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.*

IOM has been present in Myanmar since 2005 and is the leading inter-governmental organization in the mobile of migration and works closely with governmental, intergovernmental and non-governmental partners. In response to the earthquake on 28 March near Mandalay and Sagaing, the UN and humanitarian partners have been mobilizing to support response efforts.

IOM has rolled out rapid emergency response in the aftermath of the earthquake and is also engaging in transitional and early recovery activities. Thousands of shelters have been destroyed, and Shelter, Non-Food Items and Camp Coordination and Camp Management are a large part of the response as the needs are high and there is an expectation that some informal sites or collective centres will continue to house populations who cannot return home due to damages to their homes. To respond to the needs, IOM is recruiting a Senior CCCM Associate to support IOM's CCCM programming and supervise mobile teams and support implementing partners in the implementation of CCCM activities.

### **Core Functions / Responsibilities:**

Under the overall supervision of the Chief of Mission and comprehensive supervision of the Senior Programme Coordinator (Emergency and Post-Crisis) and the direct supervision of the Programme Officer Shelter/NFI/CCCM, the successful candidate will work closely with CCCM mobile teams and implementing partners to implement IOM CCCM operations in Myanmar.

1. Lead field level CCCM activities and field team in coordination with Head of Sub Office and Project Manager which are accessible and can be managed from the IOM sub-office, update field mission plans in consultation with the CCCM Project Manager/Officer and implement accordingly.

2. Support the Shelter/NFI/CCCM Programme Officer in the deployment of CCCM mobile teams and in the proper rotation of CCCM mobile teams over time
3. Ensure that all mobile teams have the necessary supplies and equipment. Advise senior management on any additional equipment needed by the teams. Also advise senior management on staff welfare issues for CCCM mobile staff.
4. Participate in assessments of disaster/conflict affected communities, including IDP settlements, seasonal assessments, joint rapid assessments and intention surveys, FGDs in the region with the government and humanitarian partners as needed.
5. Develop the capacity building plan for the government authorities, partners and the staff on Basic CCCM with support from CCCM Project Manager/Officer
6. Train and induct new IOM CCCM mobile staff and implementing partners and follow up with on-the-job training for newly recruited IOM CCCM mobile staff.
7. In collaboration with the Shelter, NFI, CCCM Programme Officer, verify that there is adequate coverage of sites hosting IDP populations under IOM support by the CCCM mobile teams.
8. Monitor the services and the gaps/needs in the CCCM intervention locations and coordinate and advocate for effective service provision and mitigation of gaps/overlaps with the related partners, government authorities and other relevant stakeholders by managing and sharing authentic information.
9. Contribute to the development of new tools that aid IOM CCCM mobile staff and IOM implementing partners in the discharge of their duties.
10. Establish inclusive community governance/leadership structures in the displaced sites and provided capacity building and the established governance structures are engaged in community mobilization and community engagement activities for all types of humanitarian responses including two ways communication and complaint and feedback mechanism,
11. Verify that all CCCM mobile staff and IOM implementing partners carry out their duties in accordance with the humanitarian principles, core values, the Code of Conduct and PSEA and notify the supervisor of any non-compliance.
12. Attend coordination meetings of clusters, technical working groups and task forces when delegated to do so and ensure the regular data collection by CCCM teams to fulfill CCCM cluster reporting obligations as well as other IOM internal requirements. Ensure data collected is of good quality.
13. Discharge any other relevant duties as assigned.

## ***Required Qualifications and Experience***

### **Education and Experience**

- University degree in Social Science, Development, Humanitarian Response, or related subjects from an accredited academic institution with five years of relevant experience, or
- Completed High school degree in the above fields with seven years of relevant professional experience
- Previous experience in humanitarian activities, especially camp coordination and camp management related work
- Demonstrable knowledge of, and experience in project implementation and operational supervision of field teams
- Previous experience in capacity building
- Possession of a CCCM Training of Trainers certificate and advantage.

## Languages

- Ability to establish priorities and undertake assigned tasks with minimum supervision
- Proven ability to interact effectively with stakeholders, including local authorities and other institutions, essential.
- Good drafting ability and communication skills, both oral and written to produce reports in English.
- Able to work independently, under pressure, undertake frequent project related travels.
- Good computer literacy.

## Required Competencies

### Values

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Professionalism: demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

### Core Competencies – behavioural indicators

- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Delivering results: produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- Managing and sharing knowledge: continuously seeks to learn, share knowledge and innovate.
- Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

### Managerial Competencies- behavioural indicators

- Leadership: Provides a clear sense of direction, leads by example and demonstrates the ability to carry out the Organization's vision. Assists others to realize and develop their leadership and professional potential.
- Empowering others: Creates an enabling environment where staff can contribute their best and develop their potential.
- Building Trust: Promotes shared values and creates an atmosphere of trust and honesty.
- Strategic thinking and vision: Works strategically to realize the Organization's goals and communicates a clear strategic direction.
- Humility: Leads with humility and shows openness to acknowledging own shortcomings.

## Other

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, and security clearances.

***How to apply:***

Interested candidates are invited to submit an application letter together with complete duly filled and signed Personal History Form (PHF) (copies of certificates and further documents are not required at this stage) to below address;

International Organization for Migration (IOM)  
Mission in Myanmar – Yangon Office  
No.50-B, Thiri Mingalar, 2nd street,  
Ward 8, Kamayut Township,  
Yangon, Myanmar  
Tel: +95 9 7323 6679, +95 9 7323 6680  
Email: [hryangon@iom.int](mailto:hryangon@iom.int)

Mandalay office  
No.8/17, Hnin Si Road, Corner of 62A Street and 101A Street, Chanmyathazi Township,  
Mandalay, Myanmar

***Posting period:*** From 18 June 2025 to 01 July 2025

***Female candidates and people living with disability are especially encouraged to apply.***