

**VACANCY ANNOUNCEMENT
(VA-007/2024/FRC)**

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| 1. Title | GBV Response Officer |
| 2. Duty Station | Myitkyina, Kachin State |
| 3. Report to | Senior Project Officer - Kachin |
| 4. Contract Period | Initially until 31 st of December 2024 (with possible extension) |
| 5. Monthly Salary | USD-600 |
| 6. Grade and Level | Grade-4 |
| 7. Closing date | 26 th April 2024 |

The Finnish Refugee Council (FRC) is an international Non-Governmental Organization that has been working in Myanmar since 2015. FRC works globally in post-conflict areas and prolonged refugee situations with refugees, IDPs, returnees, hosting and receiving communities to promote equality, livelihoods and peaceful development in post-conflict working environments.

FRC started its operations in Myanmar in 2015, in Kayah state, and since 2019 in Kachin State. The projects currently under implementation in Myanmar target women and the youth, both from IDP and host communities and are funded by LIFT, Ministry for Foreign Affairs of Finland, CERF (UNFPA and UN Women), and UNFPA.

The purpose of job tasks: Under the supervision of the Senior Programme Officer, the GBV Response Officer is expected to implement, monitor and provide training and technical support to GBV response activities in the target communities with special attention carried out in the Women and Girls Center (WGC) and enhance capacity building.

Duties and Responsibilities

- Develop routine operational and work plans for capacity building, implementation, and monitoring of GBV response services.
- Provide high-quality case management and psychosocial support (PSS) services to GBV survivors, adhering to minimum standards and ensuring a **survivor-centered approach**.
- Collaborate closely with local implementation partners' case workers, offering technical support through mentoring and coaching sessions. Ensure adherence to GBV guiding principles, practical implementation of survivor-centered attitudes, and consistent application of a survivor-centered approach throughout the case management process to deliver high-quality services.
- Facilitate staff capacity building training to local implementation partners' case workers required.
- Provide technical support to community-based facilitators of local implementation partners as required for GBV response services.
- Safely store and manage all GBV case management documentation, ensuring compliance

with the FRC's information management policies, organizational standards, and donor guidelines for document storage.

- Ensure FRC's accountability commitments are streamlined in all GBV activities.

Coordination

- Coordinate and collaborate with partner organizations to ensure effective operation of the Women and Girls Center (WGC) and Safe House for GBV response services.
- Coordinate with protection sector's (external) partners to guarantee a broader and more consistent reach of FRC activities.
- Collaborate with different stakeholders and other protection services providers to ensure safe referrals and survivor centered responses.
- Coordinate with administration and finance colleagues of FRC to ensure effective use of the logistical and financial resources for case supports.
- Collaborate with other stakeholders to ensure a fruitful and smooth field level coordination.
- Regular representing in the meeting of field level Case management Cluster Coordination in Kachin State.

Documentation and Reporting

- Document activities related information including case studies and human-interest stories.
- Ensure data protection in project activities especially information related to survivors.
- Write and submit weekly, and monthly reports to (donor or internal) and assist the GBV Senior Project Officer in writing quarterly and annual reports.

Qualifications and Requirements

- Bachelor's degree in social work, development studies or other related field.
- Minimum of 3 years of experience in GBV Response, WGC and/ or other GBV related services.
- At least 1 year of experience in international/national non-government sector.
- Proven experiences in GBV case management in displaced settings.
- Professional communication skills, presentation skills, and English and Myanmar skills.
- Proficiency in MS Word, Excel, and Powerpoint.
- Proven experience in monthly report writing.
- Able to work with flexibility and extended time if necessary.
- Self-motivated and ability to work as part of a team, as well as independently.
- Good interpersonal skills and confident in cooperate as part of a team even under pressure.
- Knowledge of context and experience of Kachin State preferred.
- Ability and willingness to travel to project sites frequently.
- Commitment to and understanding of FRC's Mission, Vision, and Values.

Application

The following documents needs to be submitted to apply for this job:

- Cover letter
- Updated CV with photo
- At least 2 references (including current supervisor) with contact details

Application Instructions

Candidates should submit their application to officeygn@refugeecouncil.fi quoting “**VA-007/2024/FRC_GB** Response Officer-Myitkyina ” in the subject line.

- Application will not be successful if applied quoting is not mentioned correctly.
- Only short-listed candidates will be contacted for an interview. Telephone queries will not be answered.
- FRC is an equal opportunity employer. We welcome applications from women, persons with disabilities and LGBTQs.