



SOLIDARITES INTERNATIONAL IS HIRING: 1 Deputy Emergency Response Program Manager

Place of contract: Yangon or/and Central Myanmar

Starting date: As soon as possible

Duration: 3 months

Program: WASH

Deadline for submitting applications: 25th April 2025 at 5:00 pm Myanmar Time

MAIN TASKS	QUALIFICATION
<p><u>General:</u> Under the authority of the Emergency Response Program Manager, the deputy Emergency Response Program Manager will supervise the team leaders and take part in the definition of the beneficiaries' selection criteria and strategy. Guarantee the timely implementation of the WaSH activities and ensure that SOLIDARITES INTERNATIONAL's quality standards are met.</p> <p><u>Main tasks:</u></p> <p>Project Design</p> <ul style="list-style-type: none"> In collaboration with the Emergency Response (ER) Program Manager, partake in the identification of new areas for intervention Partake in the design and gauging of financial, human and logistical programs Partake in the preparation and implementation of assessments Regularly monitor activity indicators, program results and contextual monitoring <p>Beneficiary Selection</p> <ul style="list-style-type: none"> In collaboration with the ER Program Manager, adapt the beneficiary selection methodology as necessary, in particular, the beneficiary selection criteria and the registration mechanism <p>Project Implementation</p> <ul style="list-style-type: none"> Supervise and manage the implementation of the WaSH activities (both hard and soft activities) Guarantee meeting of deadlines and setting technical specifications Regularly visit the activities' sites Support the activity managers and/or the team leaders with the assessment of human needs, logistical and financial resources needed at different stages of the activities Identify any risks and constraints related to the activities and propose alternate strategies to the ER program manager 	<p>MANDATORY</p> <ul style="list-style-type: none"> - Bachelor - At least 1 year's experience in similar position with similar activities (WASH, FSL, SHELTER, PROTECTION) - Good knowledge about hygiene/water/sanitation - Previous experience in sensitization / similar position - Previous experience with an INGO - Experience in survey / distribution - Strong humanitarian commitment - Quality: dynamic, autonomous, take initiative Flexible, reactive, trustful and calm under pressure - Strong coordination and Communication Skills - Filed visit to the intervention area - Computer skills: Microsoft Office - Full professional proficiency in English and Myanmar <p>OPTIONAL</p> <ul style="list-style-type: none"> - Experience in emergency response - Experience in working with implementing partners is a plus - Experience in compliance and feedback mechanism <div style="background-color: #cccccc; text-align: center; padding: 5px;">IF YOU ARE INTERESTED</div> <ol style="list-style-type: none"> 1) Submit your application with a resume and cover letter to to SOLIDARITES INTERNATIONAL office at No. 69 (A), Kanbawza Street, Golden Valley, Bahan Township, Yangon, Myanmar or by email to yan.recruitment@solidarites-myanmar.org. 2) A short list of selected candidates will be called for interviews.



- Assist the ER program manager to improve any activities in the field
- Ensure that the safety of persons and equipment at intervention/project sites is guaranteed
- Partake in the updating of tools for monitoring financial, logistical and operational activities (Operational Follow-Up, Project Planning Monitoring, Budget Follow-Up, indicators follow-up)

Team management

- Partake in the recruitment of national technical staff
- Organise regular meetings with program teams
- Supervise and monitor potential conflicts within the teams and inform the ER program manager in the case of a problem
- Identify and report any training needs for the teams to the ER program manager
- Assist with the implementation of training
- Partake in the assessment of team performance
- Monitor teams to ensure that they are adhering to health and safety regulations

Monitoring and Evaluation

- In collaboration with the ER Program Manager, adapt the monitoring and evaluation tools and methodologies as necessary;
- Support the monitoring and evaluation surveys conducted by the team.

Reporting

- Report your activities to the ER Program Manager;
- Implement the regular reporting for the activities progress using the appropriate formats, reports and databases
- Report any type of problem encountered on the field
- Partake in the drafting of a number of administrative documents to be signed jointly with governmental authorities, communities or partners
- Immediately report any problems or information that could affect the projects/activities or the security of the teams to the ER program manager
- Ensure the collection and compilation of information about the progress of projects/activities from the team leaders and/or activity officers
- Write regular reports on the progress of the activities for the ER program manager
- Partake in the drafting of reports and schedules/appendices related to the activities for donors

- 3) Final selected applicant will be called to start the hiring process.

Solidarites International has a zero-tolerance policy on any kind of abuse, exploitation and fraud. Solidarites International expects full commitment of its employees with SI Charter, and the Code of Conduct including PSEA policy.



<p>and/or sponsors</p> <ul style="list-style-type: none">• Represent SI in collaboration with the ER program manager and projects/activities to the relevant bodies: local authorities, sector, partners.	
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