

VACANCY ANNOUNCEMENT

A humanitarian local organization is seeking qualified, motivated, and community-oriented individuals for the position of **Community Mobilizer** to support community engagement, outreach, and the effective implementation of project activities. The Community Mobilizer will work closely with programme and community teams to facilitate communication with community members, promote participation and awareness, and support the smooth and inclusive implementation project activities in line with organizational policies and project requirements.

Position Title	Community Mobilizer
Duty Station	Based in Nyaunglebin, Bago Region and Taunggyi (with primary responsibility for project activities in Hsihseng), Shan State
Number of Position	3
Report to	Project Officer
Contract Duration	12 months with possible extension
Application Deadline	11 October 2026
Recruitment Type	Rolling basis

Key Roles and Responsibilities

- Mobilize communities and support participation in project activities.
- Support community meetings, beneficiary identification, registration, and verification.
- Conduct field visits and coordinate with community members, leaders and stakeholders.
- Support distributions, awareness sessions, assessments, and monitoring activities.
- Collect and maintain accurate beneficiary and activity records.
- Inform communities about feedback, complaint, safeguarding, and PSEA mechanisms.
- Report field issues, community concerns, and activity progress to the supervisor.
- Follow organizational policies, Code of Conduct, and confidentiality requirements.
- Perform other duties assigned by the supervisor.

Required Skills and Qualifications

Applicants must meet one of the following qualifications:

- High school education or equivalent; higher education is an advantage.
- Relevant experience in community mobilization or humanitarian/ development work is preferred.
- Good communication, coordination, and teamwork skills.
- Basic reporting and data collection skills.
- Willingness to travel regularly to field locations.
- Knowledge of the local context and language is an advantage.
- Follow the organizational policies, procedures, and code of conduct.

How to Apply

Interested and qualified applicants are invited to submit the following documents:

- **Updated Curriculum Vitae (CV)**
- **Cover Letter outlining relevant experience and suitability for the position**

Applications should be submitted via email to: **hrdpt.mm25@gmail.com**

Please clearly mention to the position title in the email subject line as:

“Apply Position – Community Mobilizer (Preferred Duty Station)”

Note: Applications received after the deadline may not be considered. Applications will be reviewed on a rolling basis, and only short-listed candidates may be contacted for further assessment and interview before the deadline.

We are committed to equal employment opportunities based on demonstrated abilities and competencies, regardless of race, sex, gender, religion, national or ethnic origin, disability, age, sexual orientation, gender identity, or any other protected status.