



Terms of Reference (TOR)

Job Title: Consortium Project Manager

Job Location: Hpa-An, Kayin State

Contract Duration:1 year

Background

HEKS/EPER works globally for a more humane and equitable world, supporting people to overcome hardship and live with dignity. HEKS/EPER commenced working in Myanmar in 2017 as part of an initial pilot phase to explore new and innovative approaches towards development cooperation. HEKS focuses on sustainable support for smallholder farmers by promoting systemic change in the agri-food sector and creating opportunities for skills development, entrepreneurship, and employment-especially for disadvantaged groups.

HEKS/EPER (Swiss Church Aid) is commencing implementation of a new climate resilience project in South-East Myanmar, aiming to strengthen climate-resilient food systems and improve income-generating opportunities for vulnerable populations. The project applies to a Market Systems Development (MSD) approach and is implemented by a consortium of HEKS/EPER and national/local partners in Kayin, Kayah, Mon, and Southern Shan States. The consortium Project Manager plays a pivotal role in leading and coordinating all aspects of the project implementation, partnership management, and reporting.

Minimum Qualifications and Experience:

- Master's degree (or a bachelor's degree with equivalent experience) in Agri-Business, Agriculture, Business Administration, or other related fields.
- Minimum 8 years of progressive experience in project and consortium management, preferably in fragile and conflict-affected contexts.
- Demonstrated experience in leading multi-stakeholder partnerships and donor-funded programs.
- Proven ability in team management, conflict sensitivity, and adaptive programming.
- Excellent written and verbal communication skills in English; Myanmar language is an asset.
- Familiarity with MSD, climate-resilient agriculture, and private sector engagement is a strong advantage



- Demonstrated ability to work independently as well as collaboratively in a team.
- Ability to work under pressure. Must demonstrate positive behaviors and attitudes, including adaptability, problem-solving, and emotional intelligence, while fostering mutual respect among team members.
- High flexibility and curiosity for innovative solutions to longstanding challenges.
- Demonstrated cultural sensitivity and sound judgment.
- Proven success in working collaboratively with different stakeholders, including experience working in the private sector.

Job Description:

The Consortium Project Manager will report directly to the Country Team Leader and will be responsible for carrying out the following key responsibilities:

- Provide strategic leadership and overall coordination of the climate-resilient project.
- Ensure timely and high-quality implementation of project activities in line with donor and HEKS/EPER requirements.
- Oversee consortium management, facilitating collaboration between all implementing partners.
- Lead on donor communications, visibility, and external representation.
- Supervise and lead development of annual work plans, budgets, reports, and learning agendas.
- Manage project risks, support staff safety and security initiatives, utilize an adaptive programming approach, and support operational problem-solving.
- Ensure safeguarding, gender equity, and conflict sensitivity are integrated across the program.
- Monitor project performance against the Theory of Change and logframe.
- Ensure effective HR, finance, procurement, and MEAL coordination in collaboration with relevant technical leads.

Final Provisions:

The tasks and responsibilities outlined in this TOR may be adjusted in accordance with HEKS/EPER's employment policies and operational needs. Additional tasks may be assigned based on the evolving needs of the project and organization.



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Bread for all.

We offer:

- A dynamic and impactful leadership role in a consortium-based climate resilience project.
- Competitive compensation and benefits package.
- Opportunity to influence positive changes in conflict-affected communities.

How to Apply:

Please send your cover letter, CV, and two references to nang.sankham@heks-eper.org by 7th May 2025.

Only shortlisted candidates will be contacted. The selection process will include an interview and a written test. Due to the urgent need, early applications are encouraged, and a **rolling basis** will be applied.