



INTERNATIONAL RESCUE COMMITTEE

Vacancy Announcement-Ref No. 57796

(National Only)

Four Core values of IRC

Integrity

We are open, honest and trustworthy in dealing with clients, partners, co-workers, donors, funders and the communities we affect.

Accountability

We are accountable—individually and collectively—for our behaviors, actions and results.

Service

We are responsible to the people we serve and the donors who enable our service.

Equality

We strive for equal outcomes for all clients and colleagues by promoting equitable access to opportunities and services.

From Harm to Home

The **mission** of the IRC is to help people whose lives and livelihoods are shattered by conflict and disaster to survive, recover, and gain control of their future. www.theirc.org

Who receives IRC's services?	the most vulnerable populations
Which sectors?	Water & sanitation, women protection & empowerment, protection, health, social development
When began in Myanmar?	2008
What position you are applying for?	WPE Senior Manager
Number of Opening	1
Who you report to?	WPE Coordinator
Where you work?	Mandalay
When you start working?	Immediately
What will you get?	Basic Pay + Fringe Benefits (Health Insurance + Annual Group Life Insurance + Annual 13 th Month Pay + Severance + Leaves Entitlements)
When can you apply?	During 11 th April 2025 to 21 st April 2025
What IRC expects from you?	Zero tolerance with financial fraud, sexual harassment, sexual violence, child abuse, abuse on beneficiaries. The applicant is expected to abide by IRC's policies related to safeguarding. IRC defines safeguarding as "An umbrella term that covers both staff and client-facing protection from exploitation and abuse".
What is your Job Scope?	<p>Scope of work:</p> <p>The Senior WPE Manager will oversee all IRC WPE programming in Sagaing and Mandalay, ensuring quality technical programming, overseeing all program management, leading the design of new programming and providing strategic leadership on behalf of women and girls through active participation in humanitarian coordination and advocacy. Program oversight includes teams across Sagaing and Mandalay. She/he will provide technical oversight for all prevention and response activities to ensure quality, confidential, and tailored service delivery. This includes the start-up of GBV in emergency programming through direct and mobile service delivery as well as GBV prevention interventions, as well as other targeted women and girls' social, sexual, and reproductive health empowerment activities.</p> <p>She/he will provide overall program management, including budgets, operational and spending planning and tracking, monitoring and evaluation</p>

and reporting. The Senior WPE Manager oversees quarterly and annual narrative and financial reports to the donor, including ensuring program M&E is carried out and well-coordinated. The position requires a personal commitment to advancing women's issues and working on behalf of women and girls in the community.

The Senior WPE Manager will report to the WPE Deputy Coordinator for all technical, operational, and coordination activities. The Senior WPE Manager will work closely with IRC Health, Protection and WASH, other program teams as required, as well as local partners, I/NGOs, Government, and UN agencies to improve service delivery and support complementary and, where appropriate, integrated programming.

This position supervises directly two WPE Managers and the WPE M&E Manager. Through these staff, the Senior Manager supervises the rest of the Sagaing and Mandalay WPE team, including Senior Program Officer, Response Officer, Prevention, Case Workers, WGWC Attendants, WGWC Security Guards, and Senior Outreach worker and community focal points.

Major Responsibilities:

Technical Quality

- Lead GBV in the emergency response program establishment in Sagaing and Mandalay, including in-person and remote GBV case management hotline service, Women and Girls Wellness Center(WGWC), and GBV outreach and community mobilization efforts.
- Support adherence to the GBV guiding principles and other international standards to ensure the quality of design and implementation of all WPE activities.
- Ensure response work, including case management and psychosocial interventions, adheres to best-practice principles when working with survivors of GBV.
- Lead GBV assessment, GBV service mapping, Safety audit, and community mapping to assess and analyze GBV risks and available services and gaps in GBV response services in Sagaing and Mandalay to develop a holistic program based on an understanding of women's and girls' needs.
- Ensure that ethical and sound data collection and information management systems are in place for analysis, planning, evaluation, and advocacy.
- Work with the program staff to ensure that field experiences are documented, used for learning, and to advocate on behalf of the communities with which we work.
- Train IRC and partner staff on various GBV concepts.
- Train and provide continued capacity building to local women's organizations and community-based staff.
- Oversee remote case management GBV hotline service.
- Design increased case management provision and community outreach with local women's groups and sub-grant partners.

Staff Supervision & Development

- Recruit and support the hiring of staff, in coordination with human resources and others.
- Mentor and support staff professional development to foster a positive team spirit, encourage innovation, and quality programming.
- Identify training needs for GBV staff and initiate capacity development plans to meet those needs, in collaboration with the Training Manager.

- Provide guidance and technical support to teams through regular field monitoring visits.
- Oversee WPE staff and program integration into health programs.

Grants Management

- Prepare and maintain/update detailed work plan(s) that support and work towards achieving program outcomes.
- Provide accurate and regular narrative and financial reports, as well as document results and maintain detailed records of program activities for timely submission, as required by IRC policies.
- Conduct and draft needs assessment reports and other internal reports as required by Senior Management or as appropriate under the circumstances.
- Draft program briefing materials and respond to requests for program information from IRC Regional Management, IRC HQ, donors, the Myanmar Government, and others.
- Contribute to the development of concept notes, proposals, and strategic plans related to the WPE sector in Myanmar.

Coordination and Representation

- Liaise and coordinate with other UN and NGO partners, partner organizations, and beneficiaries in planning and emergency response.
- Liaise regularly and work closely with program, operations, and finance staff both in the field and in Yangon to coordinate program planning.
- Develop and maintain effective working relationships with relevant stakeholders, including community leaders and other implementing partners.
- Look for opportunities and implement integrated programming with other IRC sectors.
- Regularly attend GBV sub-cluster meetings in the field and advocate on behalf of women and girls.
- Regularly attend relevant cluster and coordination meetings in the field and advocate on behalf of IRC's areas of program. Make sure meeting updates and decisions are shared with the wider group.
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Other

- Ensure all activities are carried out in accordance with IRC Operational policies.
- Other duties as assigned by the supervisor particularly with regards to Protection-focused activities

What should you have?

Education

- Bachelor of Arts or Science in Social Science, Public Health, Humanities or other related field

Experiences

- At least three-five years of experience managing programs overseas; experience in direct service provision or managing programs that focus on violence against women in a humanitarian context preferred.
- Experience in conflict settings desired
- Experience working with and running hotlines/remote case management programs preferred.

- Knowledge and experience with community outreach and mobilization
- Experience facilitating trainings and workshops.
- Experience supervising and mentoring multi-national staff in a complex, insecure emergency setting

Competency

- Clear understanding of gender, human rights, and issues surrounding violence against women and girls
- Demonstrated understanding of and ability to maintain confidentiality and respect for clients
- Positive and professional attitude, including ability to lead and work well in a team setting
- Strong ability to organize work, meet deadlines, maintain composure, prioritize work under pressure, coordinate multiple tasks, and maintain attention to detail
- Excellent written and oral communication skills, strong interpersonal skills

Language Skills:

- Fluency in English, Burmese and computer literate

Deadline	Application Link
5pm on Monday, April / 21st / 2025.	https://rescue.csod.com/ux/ats/careersite/1/home/requisition/57796?c=rescue
Notes: <ul style="list-style-type: none"> ➤ I Resume/Application is requested to be submitted in Microsoft Word Format. ➤ Please clearly mention the Position and Location you are applying for in the email Subject Line. ➤ IRC is an Equal Opportunity Employer and considers all applicants on the basis of merit without regard to race, sex, color, national origin, sexual orientation, age, marital status, veteran status, or disability. IRC's GEDI, Gender Equality Diversity and Inclusion policy applies to all IRC Staff. ➤ IRC practices zero-tolerance against any abusive action. IRC's Child Safeguarding and Adult Safeguarding Policy applies to all IRC staff. ➤ Candidates are required to declare in advance should there be any relative or family member currently employed in IRC. Failure to do so, he/she will result in the termination of the employment contract even after successfully being selected. ➤ IRC regrets to inform you that only short-listed candidates will be contacted. 	