



Job Title: Project Manager – Sein Lann Project

Location: Bogalay Township, Ayeyarwaddy Region, Myanmar

Reports to: Program Manager (Kyal Sin May Development Organization)

Application deadline: 12th May 2025

Project Focus: Improving food security, nutrition, and promoting gender-responsive, sustainable livelihoods for vulnerable households

About Kyal Sin May Development Organization

Kyal Sin May (KSM) is a women-led organization based in the Ayeyarwaddy Region, Myanmar, dedicated to empowering women and building resilient rural communities. Founded after Cyclone Nargis, KSM strengthens livelihoods through sustainable development initiatives, capacity building, gender empowerment, and support for women-led enterprises. KSM's programs focus on sustainable livelihoods, nutrition and community health, safe migration, disaster risk reduction, social protection for vulnerable groups, and emergency response. Through comprehensive programs and strong partnerships, KSM fosters socio-economic growth, environmental protection, and community resilience, contributing to a prosperous and inclusive future.

Position Overview:

The Project Manager will be responsible for leading the planning, implementation, monitoring, and reporting of the Sein Lann Project to achieve its core objectives: improving food security and nutrition for vulnerable households, and promoting sustainable, gender-responsive livelihood strategies that support long-term community resilience. Working closely with community groups, women's networks, local authorities, and technical experts, the Project Manager will ensure that all activities are community-driven, inclusive, and impactful, fostering stronger, more resilient communities through participatory and gender-sensitive approaches.

Key Responsibilities:

1. Project Management and Coordination
 - Lead the day-to-day management of the Sein Lann Project in line with agreed work plans, budgets, and donor requirements.
 - Develop detailed activity plans, procurement plans, and budgets.
 - Coordinate and supervise project activities ensuring quality, timeliness, and alignment with project goals.
 - Facilitate integration of gender equality and women's empowerment across all project activities.
2. **Community Engagement and Mobilization**
 - Work closely with women's Self-Help Groups (SHGs) and community committees to plan and implement activities.



- Promote active participation of women, youth, and marginalized groups in project decision-making and activities.
 - Conduct community sensitization sessions on nutrition, food security, and sustainable livelihoods.
- 3. Technical Support and Capacity Building**
- Provide technical guidance on nutrition-sensitive agriculture, home gardening, income-generating activities (IGAs), and climate-resilient practices.
 - Facilitate training sessions on improved farming techniques, business skills, and gender-sensitive livelihood approaches.
 - Link community groups to extension services, markets, and financial services.
- 4. Monitoring, Evaluation, and Learning (MEAL)**
- Monitor project progress, collect data (quantitative and qualitative), and document good practices and challenges.
 - Conduct regular field visits to ensure quality delivery of activities.
 - Lead participatory assessments, baseline surveys, and endline evaluations with support from the MEAL team.
 - Prepare and submit monthly, quarterly, and final project reports, success stories, and human interest stories.
- 5. Partnership and Networking**
- Liaise with local authorities, partner organizations, technical agencies, and donors.
 - Represent Kyal Sin May in coordination meetings and relevant forums at township and regional levels.
 - Build and maintain strong partnerships with community groups, government departments, and other stakeholders.
- 6. Budget and Resource Management**
- Manage project budget responsibly and ensure proper financial documentation.
 - Track project expenditures and ensure cost-efficiency according to the approved budget.
 - Prepare financial forecasts and contribute to financial reporting as required.

Qualifications and Experience:

- Bachelor's degree in Agriculture, Rural Development, Community Development, Social Sciences, or a related field (Master's degree preferred).
- Minimum 4 years of experience in project management, particularly in food security, nutrition, or livelihood projects.
- Strong understanding of gender equality, women's empowerment, and community-driven development approaches.



- Proven experience in working with rural communities and women's groups.
- Skills in project planning, budgeting, MEAL, and reporting.
- Ability to facilitate training and participatory community sessions.
- Excellent communication, leadership, and coordination skills.
- Proficiency in Microsoft Office (Word, Excel, PowerPoint) and basic data analysis tools.
- Ability to travel regularly to project sites in rural areas.

Core Competencies:

- Commitment to Kyal Sin May's mission, vision, and gender empowerment principles.
- Strong teamwork and problem-solving skills.
- Respectful, culturally sensitive, and able to work in a diverse team.
- Ability to work independently under pressure and meet deadlines.
- Positive attitude and passion for community empowerment and resilience building.

Working Conditions:

The position is based in Bogalay Township, Ayeyarwaddy Region, with the possibility of travel within rural areas as required by the project.

To Apply: Interested candidates should submit an application letter, curriculum vitae (CV) with relevant documentation, and a recent photo. Applications should be sent via email to kyalsinmay.bgl@gmail.com, with the subject line clearly stating the position and location applied for. Only shortlisted candidates will be contacted. Kyal Sin May Development Organization is committed to fostering diversity and inclusivity and encourages all qualified individuals to apply.

Safeguarding and Ethical Conduct

Kyal Sin May Development Organization is committed to ensuring the protection and safety of all individuals, especially women and children, involved in its programs. We adhere to Protection from Sexual Exploitation and Abuse (PSEA) standards and expect all staff to comply with these ethical standards. The organization fosters a culture of respect, dignity, and inclusivity, and enforces policies that prevent and address any form of sexual exploitation, abuse, and harassment.