



JOB VACANCY

PROJECT MANAGER – Harm Reduction Project (YANGON)

MAHAMATE @ Alliance Myanmar is the non-governmental organization (NGO) that supports community action on AIDS response through strengthening the capacity and providing technical and financial support. Alliance Myanmar in partnership with CBOs and Networks has been implementing projects, mostly on HIV preventions, testing, care & support, referral for ART, harm reduction and promoting the rights and reducing the stigma and discrimination against key populations including people living with HIV but also has implemented other related project activities such as Sexual and Reproductive Health and TB. MAHAMATE @ Alliance Myanmar in line with its strategic plan is expanding its scope of work to cover other relevant health issues as well. Alliance Myanmar is expending MNCH, SRHR and CSO (Civil Society Organization) strengthening activities in Kachin state.

Purpose of the Job

The Project Manager will play a pivotal role in leading and overseeing the technical design, implementation, and monitoring of harm reduction activities. This includes ensuring high-quality delivery of healthcare services to PWIDs populations in alignment with donor requirements, organizational policies, and international standards. By collaborating closely with the Senior Program Manager, the Project Manager will contribute to achieving project goals through strategic leadership, technical innovation, and capacity-building initiatives. The role also demands fostering strong relationships with partners, stakeholders, and communities to enhance the effectiveness of program interventions.

The Project Manager will serve as a harm reduction expert, ensuring that technical frameworks and approaches are evidence-based, contextually relevant, and conflict sensitivity. By driving program quality and accountability, the Project Manager will support Alliance Myanmar in its mission to improve access to essential harm reduction services for PWIDs populations. Alliance Myanmar is looking for highly motivated and reliable individuals who are keen to be part of an active team/organization that delivers wide range of services to improve the health of vulnerable person to fill in the position of Project Manager for its activities.

The successful candidate will be expected to:

JOB RESPONSIBILITIES

1. Project Management

- Lead harm reduction project team at Yangon office and KPSCs from different townships by providing technical and management support to ensure all project activities implemented according to workplan and performance framework.
- Ensure all activities are implemented within approved budget amount and oversee over and underspent budget of project activities from different townships and take the necessary action to prevent fraud issues.
- Lead monthly team meetings with KPSC teams from different townships and provide updated information and feedback to field teams and vice versa.
- Keep track of all ongoing/completed/planned project activities to ensure consistency with project implementation timelines through regular liaison with project teams .
- Ensure timely preparation and submission of workplans, progress reports, and donor deliverables
- Ensure that project designs and activities are sensitive to the conflict dynamics in target regions and adhere to a “Do No Harm” approach.
- Provide expert technical guidance and advice to program teams and partner organizations to ensure the effective implementation of harm reduction activities
- Develop, adapt, and roll out technical frameworks, guidelines, and Standard Operating Procedures (SOPs) tailored to the project’s needs and local context.

2. Capacity Building and Quality Assurance

- Design and implement tailored training programs for project staff, community field supervisors, and partner organizations to strengthen their technical expertise in harm reduction and HIV prevention.
- Facilitate workshops and on-the-job training to build the capacity of Community-Based Organizations (CBOs) and field project teams of sub offices
- Support and mentor CBOs for the development of technical and organizational competencies (OD) to ensure sustainable and effective healthcare interventions.
- Continuously research and stay informed about emerging public health trends, innovations, and best practices to integrate these insights into program activities and strategies
- Regularly visit project sites to monitor field activities, assess the quality of interventions, and identify potential challenges or areas for improvement.
- Provide actionable feedback to field m teams and partners to enhance the technical efficacy and overall impact of project activities.
- Develop and disseminate user-friendly technical tools, guides, and materials to empower frontline community peers and project staff of sub offices.

3. Monitoring, Evaluation, and Reporting

- Work in close collaboration with the Monitoring and Evaluation (M&E) team to design robust systems for tracking and assessing the outcomes and impact of technical interventions.
- Analyze and interpret program data to evaluate progress, identify trends, and provide evidence-based recommendations and reports for program adjustments.
- Conduct quarterly M&E visits (both virtual or in person) to field teams and CBOs and provide necessary feedback and recommended action plan to improve service provision and follow up for finishing of provided recommended action plan.
- Provide high-quality donor reports in time by documenting program achievements and challenges.
- Facilitate the sharing of lessons learned and best practices to inform future programming and improve organizational effectiveness.

4. Coordination, representation and stakeholder Engagement

- Lead the overall harm reduction project implementation, ensuring compliance with donor requirements, organizational policies, and global standards of healthcare delivery.
- Serve as a harm reduction technical focal person during coordination meetings, program reviews, and strategic discussions with partners and stakeholders
- Collaborate with finance and M&E teams to ensure that all outputs meet the highest standards of quality, effectiveness, and relevance to community needs.
- Establish and maintain productive relationships with government agencies, donors, and implementing partners to ensure technical alignment with national health policies and guidelines.
- Represent Alliance Myanmar's technical expertise in high-level meetings, technical coordination forums, and stakeholder consultations.
- Engage with health authorities and partner organizations to address challenges, align priorities, and enhance the delivery of healthcare services in target areas.
- Perform any other task assigned by line manager as needed.

Qualifications

- M.B.B.S; with preferred Master's degree in public health, or a related field.
- Minimum of 5 years in project management, including harm reduction and HIV prevention for KPs project.
- Strong experience in capacity building of staff and communities.
- Excellent knowledge of project management frameworks and tools.
- Proficiency in using Microsoft Office Suite and project management tools.
- Fluency in English and Burmese (spoken and written).
- Strong interpersonal and leadership skills.
- Ability to manage multiple priorities and deadlines effectively

Desirable

- Experience managing harm reduction projects
- Experience in working with local NGOs and community partners
- Proven experience in providing training

Qualified candidates are suggested to submit their applications together with the updated Curriculum Vitae to the Project Manager, Alliance Myanmar, No.24, 2nd street, Hlaing Yadanar Mon Housing Compound, Hlaing Township, Yangon or via email to ahso.alliance@gmail.com by **12 November 2026 (Thursday), 05:00 pm.**

“The Alliance Myanmar is committed to equal opportunities and welcomes applications from appropriately qualified people from all sections of the community. Qualified people living with HIV are particularly encouraged to apply.”

Remark: *Only shortlisted candidates will be contacted*